

OCTOBER 2005 Quarterly Report

City of Eureka



OFFICE OF THE CITY MANAGER
SPECIAL PROJECTS DIVISION

3rd Quarter 2005 Report
October 2005

Overview

The Special Projects Division is administered through the City Manager's Office. The division provides project oversight and management analysis in areas of environmental programs including recycling/waste reduction and brown fields cleanup, and provides direct assistance to the City Manager with a variety of special projects and programs. We provide staff support to a number of City Commissions, Committees and Subcommittees. The office administers the City's solid waste disposal contracts, and provides grant management assistance for a variety of City projects including housing and economic development activities.

The following is a brief description of the projects and programs administered by the Special Projects Division during the Third Quarter of 2005:

1. BROWNFIELDS CLEANUP PROGRAM

In June 2003, the City was awarded a \$200,000 grant from the U.S. Environmental Protection Agency (EPA) to assist with cleanup of contaminated soils at the former foundry area of the Old Carson Mill Site (adjacent to Halvorsen Park). A Coastal Development Permit was approved in August 2004 for the cleanup work. The City went out to bid in May 2005 and Mercer Fraser was selected to perform the excavation work. In addition, SHN Consulting Engineers and Geologists is providing technical reporting, soils analysis and logistical expertise.

The project is now nearing completion on this 1.8 acre site along the Eureka waterfront, as soils testing has confirmed that all contaminated soils have been excavated. Backfill operations are currently underway, and approximately 800 cubic yards of contaminated soil is being disposed at a Class I hazardous waste facility. The Old Carson Mill Site's past industrial foundry operations caused varying levels of soil and groundwater contamination. The City's primary environmental concerns are to prevent potential human exposure to contaminated soil, and to prevent the migration of contaminants into Humboldt Bay. The objective in seeking EPA Brownfields funding is to eliminate these potential health hazards, and to implement long term monitoring programs. The project will work to protect human health and promote economic development, and it is a significant component in our continuing efforts to revitalize the Eureka waterfront.

2. FISHERMAN'S TERMINAL/BOARDWALK EXTENSION PROJECT

Construction continues on the Eureka Fisherman's Terminal Project at the foot of C Street in Old Town. The project is expected to be complete in approximately December 2005. The Special Projects Division is administering a number of federal and state grants which are funding construction of the project. The project involves construction of public improvements along the Eureka waterfront including a new 420 foot long dock, and a 16,000 square foot fish buying and unloading area with four jib cranes including a public hoist. The project will have public access and viewing components, and the site will eventually include a public piazza at the foot of C Street. The dock will in effect be an extension of the City's existing boardwalk (completed in 2002). The project is significant to the retention and expansion of Eureka's commercial fishing industry, which in turn is critical to the success of our regional economy.

3. REORGANIZATION OF CITY BOARDS, COMMISSIONS AND COMMITTEES

In August 2005, the City Council approved re-organizational changes to the City's Boards, Commissions and Committees, and directed city staff to make the necessary revisions. As part of a larger re-organization effort within our City government, the recommendations are expected to help City government function more effectively and efficiently, particularly with the fewer resources available today, and to provide Committees with flexibility necessary to address the diverse and changing goals of our current citizenry. The revisions approved by the Council are proposed in two phases. Phase one involves the Art and Culture Commission (retain and work directly with the Ink People), the Harbor Commission (eliminate), the Trails Committee (eliminate and create permanent Trails seat on the City's Open Space, Parks and Recreation Commission), the Zoo Advisory Board (eliminate), and the Youth Council (suspend). The next step will require staff to bring formal ordinance amendments to the Council for adoption, a process expected to be completed by year's end. Phase two will involve mechanisms to help City government function more effectively by taking a close look at how we may create flexible boards and committees.

4. OLD TOWN SECURITY

The Special Projects Division has prepared a Request for Qualifications (RFQ) for the hiring of private security officers to patrol Old Town Eureka and nearby Redevelopment Areas. A security firm is expected to be hired and operational during November 2005, and will continue providing security through the end of the current fiscal year (June 30, 2006). The authority to seek security for the Old Town Eureka area was approved by the Eureka City Council in September 2005. The Council recognizes that Old Town Eureka is one of the City's most vibrant shopping districts, and one which our Redevelopment Agency has invested significant resources to rehabilitate after decades of neglect and blight. It serves as a primary tourist destination, and is a vital component of the City's economic development and redevelopment strategy.

Although the Redevelopment Agency has made significant progress in removing blighting conditions in the area, the remaining vacant and abandoned buildings interspersed with rehabilitated buildings contribute to the overall need for upgraded security as we continue to battle burglary, petty theft, transients and vagrancy, prostitution, graffiti, vandalism, drug use and other criminal activity. The ongoing patrols are also necessary to ensure that the investments made in the area by both the public and private sectors continue to thrive. The ongoing high crime rate has the potential to undo the work the Agency has already accomplished during the time it takes the Agency to complete redevelopment activities in the area. As the area continues to redevelop, the security needs are expected to diminish, but until revitalization is complete there is a need for ongoing patrols to supplement existing police patrols.

5. MULTIPLE ASSISTANCE CENTER PROJECT (MAC)

Construction of the Multiple Assistance Center (MAC), located at 2413 2nd Street in Eureka, is now complete. The Special Projects Division continues to work on State grants related to this project, grants which continue to provide funding for MAC operational components. The Eureka Redevelopment Agency is to be commended for their contributions from the Low and Moderate Income Housing Fund toward this important project. The MAC project provides on-site housing, job training and care of homeless persons and their families, and provides a more efficient and effective distribution of existing homeless services. The MAC will accommodate approximately 75 persons, and is expected to serve over 400 annually.

6. PUBLIC SERVICES COORDINATION/ANNEXATION SUBCOMMITTEE

In July 2005, the City Council formed a regional Subcommittee to facilitate discussion of potential annexation policy for inclusion in the new County General Plan. With the planned growth expected to occur in the outlying Eureka area, ongoing Subcommittee discussions have since focused more on long range coordinated public service objectives; however, annexation policy issues remain under consideration. The Subcommittee is made up of two members each from the County Board of Supervisors (Neely, Smith), the Humboldt Community Services District (Bongio, Frost), the Humboldt Fire Protection District (Chief Ziemer, Crawford/Moore) and the Eureka City Council (Leonard, Kerrigan).

The Subcommittee has held two meetings (July, September 2005) during which they were provided with an overview of the annexation process by LAFCo staff (Local Agency Formation Commission), and have held discussions on the Martin Slough Interceptor project, Standards of Coverage for the City and Humboldt Fire Protection District, and potential City annexation of the Indianola area (to enable extension of public water to correct known public health issues). After two meetings, the group consensus appears to be that continued discussion is important and worthwhile, and that we can collectively benefit from our continued efforts to address and coordinate long range public service objectives. The next meeting has yet to be scheduled by the Special Projects Division, though traffic circulation/safety is expected to be one of the next topics of discussion.

7. 2005 COUNTY GENERAL PLAN UPDATE

The City Council has approved recommendations to the County for their 2005 General Plan update process, and further recommendations may be forthcoming as a Council Subcommittee (mentioned above as Item #6) continues to discuss future coordinated public service objectives in the projected growth areas. The approved Council recommendations emphasize and request that the County include policies on traffic circulation, alternate transportation, greenway open space, public safety, affordable housing, parkland, recycling programs and others into their updated General Plan. All Council recommendations to date have been forwarded to County planners and decision makers for consideration of policies which help mitigate or lessen potential significant impacts to the City.

8. FIRE PROTECTION STANDARDS OF COVERAGE

The Special Projects Division is assisting the City Fire Department and the Humboldt Fire Protection District #1 in the preparation of a Request for Qualifications (RFQ) for an innovative Standards of Coverage study. Utilizing national guidelines and computer modeling programs, the study will analyze local infrastructure, scrutinizing the city and District as a whole entity, ignoring political boundaries in an effort to increase fire protection and efficiency. The study would generally provide the City/District with draft incident response performance goals, and establish acceptable levels of local fire protection coverage within priority zones from which we may (if needed) adjust the quantity and staffing of our fire stations, and determine where they should be located (or relocated) for the most cost effective and efficient services. The study will address current and future service demands, determine risk assessment, analyze adequacy of fire equipment apparatus, and provide fire response options and strategies.

9. ELK RIVER WILDLIFE TRAIL PROJECT

The City is currently seeking a Coastal Development Permit (CDP) to construct the Elk River Wildlife Trail project. The trail will generally run along the bay shoreline, and is proposed as a hard unpaved surface of ten to fourteen feet wide which would serve a combination of walkers, joggers, mountain bikes and wheelchairs, while also accommodating infrequent maintenance and emergency vehicles. In addition, the project includes trailhead improvements at Truesdale Vista Point and the existing Hilfiker Lane parking area (parking, signage, picnic tables, lighting, landscaping, public art, restrooms), improvements to an existing footpath loop, shoreline armor and rock slope protection (Truesdale), and accommodation for paddlers.

The project has been in suspense since 2004 pending an allocation of funds for technical documents needed to continue with the permit process. In July 2005, the City Council allocated funds to assist with the costs of completing the expected wetland delineation studies, biological and cultural surveys, and shoreline protection engineering studies needed for the process. The project is scheduled to be funded primarily through grants and donations. The trail will require development of engineering and construction specifications, and a complex permit process involving several local, State and Federal agencies. The Special Projects Division is currently working with the City's Community Development Dept. to complete the permitting processes, and is working with local non-profits, including the Trails Trust of Humboldt Bay and Redwood Community Action Agency, to secure capital funding. At this point, a date for trail construction cannot be determined.

10. WATERFRONT TRAIL AND PROMENADE RECOMMENDATIONS

In May 2005, the City Council accepted the Waterfront Trail and Promenade Recommendations. The City contracted with the Redwood Community Action Agency to prepare the document in direct coordination with the Eureka Trails Committee. The Recommendations provide the direction and vision for development of a Waterfront Trail and Promenade in Eureka, and is a strategy which can be followed as development occurs, and one which maps a course consistent with (and supported by) our General Plan. The Eureka Wildlife Trail is a component of this project. Hard copies of the Approved Final Recommendation are currently being prepared, as are computer disk copies for distribution to potential trail funders and other interested parties.

11. EUREKA TRAILS COMMITTEE

Due to re-organizational recommendations approved by Council in August 2005, the Trails Committee functions are in process of being combined with the City's Open Space, Parks and Recreation Commission. In approving this change, the Council expressed strong support for continuing the efforts begun by the Trails Committee in moving the city forward toward an expanded and integrated urban trails system. The Council created a permanent Trails seat on the Open Space, Parks and Recreation Commission envisioning that the member appointed to the Trails seat would be a responsible advocate for continued development of city trails systems, and would work with local and regional non-profit organizations (such as the Trails Trust of Humboldt Bay), grant agencies, and trails advocates in our community to further this effort. It is anticipated that the city's efforts to promote and deliver expanded trails systems in Eureka will not be diminished through the elimination of the Trails Committee. Rather the permanent Trails seat will continue these efforts, enhanced and integrated more effectively within the larger recreational scope. The city's municipal ordinance is currently being revised to reflect the new Trails role of the Open Space, Parks and Recreation Commission. This revision will require adoption by Council, and is expected to occur by year's end.

12. EUREKA ART AND CULTURE COMMISSION

As part of the City's re-organizational effort, the Eureka Art and Culture Commission will continue to work with the Ink People Center for the Arts to assist the Commission with implementation and administration of its project activities. The Ink People administers programs for the Art and Culture Commission through its established network of grants, donations and programmatic fundraising activities. The Commission recently completed an inventory of the City's existing art collection, and is exploring mechanisms for more effective participation in the local process of review and recommendation for City art and culture projects. Regular meetings of the Art and Culture Commission are held on the third Tuesday of every month at 1:30 p.m. at Eureka City Hall, Room 207. The next three meetings are scheduled for November 15 and December 20 2005, and January 17, 2006.

13. PARCEL 4/PALCO MARSH

The City has been working closely with the State Coastal Conservancy to implement the conditions of a City Agreement with the Conservancy which allows development of Parcel 4 in Palco Marsh. Parcel 4 provides unique economic development opportunities because of its prime location on the Eureka waterfront, its coastal-dependant industrial zoning, and its proximity to Humboldt Bay's main shipping channel. The City continues to view Parcel 4 as a strategic component of our Waterfront Revitalization and Economic Development programs.

14. HUMBOLDT BAY INTERPRETIVE SIGNAGE

The City continues to partner with the County, the City of Arcata and Redwood Community Action Agency to implement a Humboldt Bay Interpretive Signage Program. The program is nearing completion, and should consist of roughly 17 thematic sign templates on artistic bases and kiosks. The signage program will use a variety of other interpretive tools. In Eureka, the signage is expected to be placed along the waterfront in several locations including the Elk River Wildlife Sanctuary and the Palco Marsh.

15. HUMBOLDT BAY MANAGEMENT PLAN

The Special Projects Division has represented the City on a regional Task Force assisting with preparation of a Humboldt Bay Management Plan under the direction of the Humboldt Bay Harbor, Recreation and Conservation District. In March 2005, the District completed and distributed a draft Plan for public review and scrutiny. In August 2005, the District, as lead agency, released a Notice of Preparation (NOP) of a Draft EIR seeking public comment and involvement. In September 2005, the City (Community Development Dept.) responded to the NOP with comments seeking assurances that the Management Plan will be compatible with the City's Local Coastal Program policies. The purpose of the Management Plan is to serve as a management guide, planning tool, policy strategy and reference document for the District and other resource management agencies and organizations interested in Humboldt Bay. The Plan is intended to guide new projects and to be a long term strategy for resource management around Humboldt Bay.

16. DISASTER RESPONSE TRAINING

Together with all City Departments, the Special Programs Division participates in a Disaster Response Training program. The office focuses primarily on public information roles. On-going training is an essential component of the City's ability to respond effectively to any local disaster or incident, and to ensure that roles and responsibilities during an incident are clearly understood and practiced. Additional Public Information Officer training is planned for 2005-06.

17. STORMWATER MANAGEMENT

The Special Programs Division assists the Public Works Department with important tasks associated with the City's Stormwater Management Plan update process, including Public Education and Outreach, and Public Involvement and Participation. The immediate tasks involve coordinating with local agencies and schools to establish educational programs and coordinate local education strategy. Additional tasks include coordination of potential water quality monitoring through the local university and community college, and potentially high school and/or grade schools.

18. REGIONAL COMPOSTING FACILITY

The City continues to explore mechanisms for establishing a regional composting facility in the Eureka area. This project is moving forward, and will involve primary coordination between the HWMA, the County of Humboldt and the City of Eureka. The HWMA has contracted with a local firm to perform a site feasibility and location study, and has examined several local sites. If successful, the inclusion of a regional compost facility will greatly increase our ability to divert solid waste from the waste stream, and assist the City in meeting the State's ambitious diversion goals.

19. BACKYARD COMPOSTING BINS

The City has purchased a quantity of backyard compost bins which are for sale to all Eureka residents for \$25.00. The bins may be purchased at the Eureka Recycling Center located at the Humboldt Waste Management Authority's (HWMA) transfer station on West Hawthorne Street in Eureka. The program is conducted in coordination with the County of Humboldt, local tribes and other jurisdictions in the County.

20. RECYCLING TASK FORCE

The City participates on a regional committee of representatives from the County, the HWMA, and each incorporated city in the County. The Committee meets monthly, and works collectively to develop programs and ideas for promoting recycling, reuse and other measures designed to comply with the State's AB 939 requirements. Current projects include construction/demolition recycling guidelines, a telephone book recycling guide, mercury thermometer exchange program, zero waste management policies, update of the County Integrated Waste Management Plan, shopping guides for recycled products, sustainable behavior techniques, and other projects.

21. NEIGHBORHOOD RECYCLING FACILITIES

The City currently maintains two neighborhood drop-off recycling facilities near the Armory on Russell Street near the Sequoia Park Zoo, and at the Municipal Auditorium at 12th and E Streets. These locations accept newspaper, plastics, aluminum and glass. There is no fee to drop off recyclables. The drop sites divert a significant amount of recyclable material from our waste stream, and assist the City in meeting our State and local recycling responsibilities.

22. CURBSIDE RECYCLING PROGRAM

Through the City's Franchise Agreement contract with City Garbage Company of Eureka, a curbside recycling program is offered to all City residents and businesses for a nominal charge. The program currently takes glass, plastic, aluminum, tin, newspaper and cardboard. We have approximately 700 households participating in the program. All recycled materials are collected by the City Garbage Company and sorted and distributed at the new Hawthorne Street Recycling Center at the Transfer Station in Eureka. The City is actively seeking ways to increase participation, recycling tonnage and efficiency, and is currently exploring the potential/feasibility of implementing a more efficient two-stream or single stream collection/processing system.

23. PUBLIC RECYCLING EDUCATION PROGRAM

The City continues to administer an annual campaign of advertisements and events promoting our on-going recycling programs for waste oil, telephone books, laser/inkjet cartridges, cardboard, Christmas trees, green waste and food waste (home composting), bulky items (free coupons), and other related events. In addition, the City continues to be a member of the regional Recycling Task Force, partnering with most of the other governmental jurisdictions in the County to promote public awareness, and share the cost of advertising for existing recycling programs and special events.

24. FULLY AUTOMATED GARBAGE COLLECTION

In an effort to increase efficiency and reduce long-term costs for the City's garbage collection services, the City in 2004 implemented a fully automated collection system operated by the City Garbage Company of Eureka. As part of the implementation, standardized rolling trash bins were issued to each residential customer. The City Garbage Company has purchased an industrial arm attachment for their existing trucks, which then picks up each can from the curb when controlled by a single operator from inside the collection vehicle. The system enables a safer, more cost effective and efficient system of collection in the City.

25. UNIVERSAL GARBAGE COLLECTION

The Special Projects Division is currently exploring the possibility of an ordinance involving universal garbage collection in the City of Eureka. Currently, only about half of the households in Eureka prescribe to curbside garbage collection services in Eureka, and this has resulted in a significant amount of costly and unsightly illegal disposal activity in the city, while also generating numerous health and safety concerns. Any ordinance is envisioned to also include curbside recycling bins for each resident to assist the City in complying with mandatory State recycling requirements.

26. DOWNTOWN/HENDERSON CENTER/ZOO RECYCLING PROJECT

Providing additional opportunities for public recycling is a principal component in our efforts to increase the City's diversion percentage. The City implemented a street side program which placed approximately 30 recycling bins at 25 locations in Old Town, Downtown, Henderson Center and the Sequoia Park and Zoo. The bins allow recycling of glass, plastic and aluminum containers. The new recycling bins are located near existing City garbage cans, and are collected about 3 times per week. The bins were purchased through a State grant provided by the CA Integrated Waste Management Board. The City previously had no sidewalk recycling bins in these areas. Many citizens and tourists (many of whom recycle in their own cities) have expressed support for the new recycling opportunities.

27. CITY SCHOOLS RECYCLING EDUCATION PROGRAM

The City continued its partnership with the Eureka City School District to facilitate a recycling educational program within the district's elementary schools. The program allows trained educators and student mentors to visit schools in the district, and involves school assemblies, take-home literature, on-site recycling days, and service learning activities designed to promote recycling, reuse, and food waste reduction. The program also provides support and information to assist the schools in achieving their own on-going, sustainable recycling program.

The City has contracted with the Recycling Education Team at the Arcata-Eureka Recycling Center to assemble the staffing and provide training necessary to facilitate the school program. The City contributes approximately \$3,000 annually to the program, and the County of Humboldt shares a portion of the costs for necessary materials. This collaborative program is consistent with the objectives in the City's adopted Source Reduction and Recycling Element (SRRE) which encourages cooperation with Eureka City Schools in the implementation of specific educational programs for all elementary grades.

28. ILLEGAL DISPOSAL PICKUP SERVICE

The City has experienced increased levels of illegal disposal of trash and bulky items (large appliances, furniture, etc.) into our gulches, alleys, vacant lands and neighborhoods. The City recently adopted a new program through the City Garbage Company which provides 208 illegal disposal pickups per year, and will work to assist community based beautification efforts to maintain cleanliness in the City.



EUREKA – A VICTORIAN SEAPORT

ENGINEERING DEPARTMENT

Activities and Status Report Third Quarter 2005

Summary of Activities

1. Construction Division

The level of staffing in this division continues to decline with the departure of 10-year employee Jeff Tedder. The division is now without a survey crew for the first time in over 30 years, which requires use of outside consultants continue preparing construction plans in-house. In addition, the number of projects the division will be able to manage will decline dramatically next year.

2. Development Division

In addition to the many building permit reviews, water permits, sewer permits and encroachment permits, staff has been busy assisting with street tree permits. A group of homeowners along “C” Street have helped the City with its tree lined City concept. 26 homeowners have signed Residential Landscape and Street Tree Agreements and have planted their trees.

An additional 8 homeowners from other areas have initiated the process for street trees. The concept of trees along the street is receiving a favorable response from citizens.

3. GIS Division

CDBG Planning and Technical Assistance grant 1 is wrapping up as grant 2 prepares to start with its primary focus being mapping to support our Stormwater Program. The GIS Division is also exploring ways to get involved with Engineering Department surveys.

4. Traffic/Signals Division

The Traffic/Signals Division has been working with the State on the 5th and “R” Street traffic signal and intersection improvements. This project is scheduled to be completed in early December 2005.

5. Property Management

The agreement to acquire a twenty-four foot easement from Union Pacific Railroad at the foot of F Street has been recorded. This allows ingress and egress from Waterfront Drive to the Pierson/Debeni project on the bay at the foot of F Street.

We have also begun working on a Memorandum of Understanding with the North Coast Railroad Authority for maintenance of their right-of-way through the City of Eureka.

Construction Division

Kurt Gierlich
Angi Sorensen

Kristen Goetz
Sheila Parrott

The following projects were completed in the third quarter of 2005:

1. **High Water Tank Demolition (\$92,000)**
The Tank was removed spectacularly in two days! (Tedder, Iseler Demolition)

The following projects are in construction:

1. **Fisherman's Terminal (\$4,736,773)**
This project includes; a floating dock at C Street, a fisherman's working dock and work area westerly of C Street. and mitigation work. The project is expected to be completed winter 2005. (Siemer, Advanced American Diving)
2. **Water Improvements 2005 (\$488,000)**
This project replaces water mains, valves, and water services on Del Norte Street between Broadway and Railroad Avenue, N Street between Del Norte and Trinity Streets, and 6th Street between V Street and the Humboldt Bank Plaza, as well as main line valves at various locations. (Parrott, RAO Construction).
3. **Caltrans 5th and R Streets Project**
The Engineering Department is the City liaison for this Caltrans project to realign 5th Street and Myrtle Avenue; install a traffic signal at the intersection of 5th, R and Myrtle; provide three lanes of through traffic to V Street; and associated underground utility work. (Siemer, Granite Const.)
4. **Sewer Improvements 2005 (\$685,000)**
This project replaces sewer mains, manholes, and laterals on Tomlinson Avenue between McCullens Avenue west of Broadway, on Highland Avenue between Broadway and Fort Avenue, on Madrone Avenue between N and O Streets, on Ocean Avenue between Henderson and Creighton Streets, on Creighton Street between Ocean Avenue and Garland Street, and between Garland, Summit, Creighton, and Carson Streets. (Sorensen, John. N. Petersen)
5. **Third Street Lift Station and Force Main (\$575,000)**
This project replaces the sewer siphon across the freeway at this location with a lift station and force main. The project will alleviate existing maintenance concerns with the siphon, and will divert flows away from the Hill Street Pump Station. The Construction schedule is dependent on Council approval of the FY 2005-06 Capital Improvement Program budget. (Parrott, Winzler and Kelly, Mercer Fraser).

6. **Waterfront Drive Connection – Phase 1 (\$875,000)**
This project extends Waterfront Drive from the Adorni Center to J Street for the State of California Boating Instructional Safety Center, with temporary pavement constructed to I Street. (Gierlich, Guy Hooper, Mercer-Fraser).
7. **Former Carson Mill Site Foundry Cleanup – Brownfield Grant project (\$267,000)**
The City received a Brownfield Grant to cleanup the City property northeast of the Samoa Bridge. Project consists of removal of contaminated soil and debris, and long term soil monitoring. Construction will be completed by October 30, 2005. (Gierlich, SHN, Mercer Fraser).

The following projects are in design:

1. **Ryan Slough Pump Station Upgrade – Phase 1**
This project will replace the motor control panels at the Ryan Slough Water Pump Station, and will perform a hydraulic analysis to determine future replacement of the pumps in a future project phase. (Gierlich, OLA)
2. **Water Reservoir Maintenance Project (\$400,000)**
This project will drain the reservoir to inspect the liner and to replace several valves. A security fence and lighting will also be constructed, as well as replacement of the pumps. Construction is scheduled for fall, 2006. (Gierlich, OLA)
3. **Golf Course Lift Station Upgrade (\$200,000)**
This project will convert the Golf Course Lift Station from a dry well air-pot station to a wet well submersible-pump station with increased capacity. Construction is scheduled for summer, 2006 (Gierlich, Winzler & Kelly)
4. **Golf Course Sewer Main Replacement (\$200,000)**
This project will replace approximately 1,500 LF of 8" sewer line in the golf course with a larger pipe. The is required to handle increased wastewater flows anticipated to be realized with the Leslie Rd.-Campton Rd. sewer connection project, which the City is currently coordinating with HCSD. (Gierlich, Winzler & Kelly)
5. **Anode Bed Replacement and Repair of Cathodic System Discontinuities (\$40,000)**
This is a continuing maintenance project on the cathodic protection system on the Cross Town Interceptor Sewer. Construction is anticipated for fall, 2005. (Sorensen)
6. **Central Water Storage Facility Communications Building (\$240,000)**
A new communications building will be constructed at the site of the High Tank reservoir once the demolition of the old High Tank is complete. Construction schedule is dependent on Council approval of the FY 2005-06 Capital Improvement Program budget. (Parrott, EFD)

7. **Street Overlay 2005 (funding is dependent on available funds)**
Construction of a pavement overlay project this year will depend on the amount of available funds. (Moody, Gierlich)
8. **“C” Street Market Square (\$1,500,000)**
This project will improve “C” Street from First Street to the Boardwalk, including a public area. Project construction is anticipated for summer 2006. Funding is subject to State approval of CDBG grant request made by the Redevelopment Department in April, 2005. (Siemer)
9. **6100 Vault Reconstruction (\$10,000)**
This project will replace the air release valve assemblies and associated piping, and replace the access hatches, on the 6100 vault on the Cross Town Interceptor pressure sewer line on 8th Street between I and J Streets. (Sorensen)
10. **Third Street Pavement Overlay (\$370,000)**
This project will replace the pavement on Third Street from the Target store to R Street. (Parrott, Moody, Gierlich)
11. **Sewer 2006 (\$500,000)**
This annual maintenance project will replace sewer lines and facilities at various locations. (Sorensen, Gierlich)
12. **Sewer Lift Station Upgrades (\$300,000)**
This continuing maintenance project will upgrade various sewer lift stations and pumping facilities on a yearly prioritized basis. The current project will focus on reconstructing the two Jacobs Avenue lift stations. (Gierlich)
13. **Waterfront Drive Connection – Phase II (\$1,700,000)**
This project will complete the northern portion of Waterfront Drive between “G” and “J” Streets. This project will provide the final link to a continuous multimodal transportation corridor along 2.4 miles of the City’s Humboldt Bay waterfront from “T” Street in the northeast to Del Norte Street at the southwest. (Siemer, SHN)
14. **Biosolids Dewatering Facility – (unknown cost at this time)**
This project consists of the design and construction of a biosolids dewatering and storage facility at the Elk River Wastewater Treatment Plant. (Gierlich, Yerby, SHN, Brown and Caldwell).

The following projects are continuing:

1. **Martin Slough Interceptor Final Design (\$30,000,000)**
The 10 percent design was completed in March, 2004 and the Environmental Impact Report was completed and certified by City Council in November, 2004. Approval to begin Final Engineering Design was given by EPA on June 1, 2005, with a 24-month completion schedule. (Gierlich, SHN, Brown and Caldwell)

The following project is on hold awaiting funding:

1. **Commercial Street Fuel Facility and Underground Storage Tank Removal (\$650,000)**
This project consists of underground fuel tank removal and soils remediation, and construction of an above-ground fuel facility at the foot of Commercial Street. Construction schedule is dependent on securing construction funding. (Gierlich, Zoppo, SHN).

Longer Term Projects:

1. **Waterfront Drive Extension Project (\$10,800,000)**
The extension of Waterfront Drive from Del Norte Street to Hilfiker Lane is currently under environmental review. (Siemer)
2. **Mad River Pipeline, North Arcata Section (\$2,000,000)**
This is Phase 3 of the Mad River Pipeline Project improvements. This section will realign the pipeline around the HSU campus in Arcata. Design will be completed by fall, 2005. Construction schedule will depend on financing. (Gierlich, OLA)
3. **Mad River Pipeline Phases 4-6**
Design and construction of subsequent phases of the Mad River Pipeline project will progress as funding becomes available. (Gierlich)
4. **Sunny Ave and 14th & 'P' Embankment Repairs (\$400,000)**
Preliminary Construction Plans were completed in October, 2003, and have been placed "on the shelf." Construction funding for the projects has not been identified. City staff will continue to visually monitor the embankments for signs of new movement. (Gierlich)
5. **High Tank Pump Station (\$800,000)**
This project will construct a new pump station to provide a backup system to the new High Water Tank. Design will commence once the new High Tank construction is complete, with construction projected to occur sometime in 2006, depending on funding availability. (Gierlich)
6. **Railroad Crossings (\$100,000)**
This project would replace the at-grade railroad crossings at various locations. Construction is deferred pending State funding availability. (Siemer)

Other Department Projects and Programs:

1. **Wastewater Facilities Plan and Program- Phase 1 (\$200,000)**
The Wastewater Facilities Plan will determine the current condition and capacity of all components of the wastewater collection, pumping, and treatment system. The result of this plan will be a long term capital improvement program, which will also identify

phased expansion of the wastewater treatment plant. This is the first phase of this important program. Completion of the entire program is anticipated to be done in additional phases, and will be dependent on future years' Capital Improvement Program budgets. (Gierlich, Knight)

2. **Water Distribution System Modeling**

This project will create a working model of the City of Eureka water system. The resulting model will be utilized in analyzing and designing future improvements to the water system, especially with respect to fire flow analysis and the impact of future development. (Tedder, Sorensen, Parrott)

3. **Engineering Document Database and Long Term Digital Storage program**

This project will create a computer database for all the Engineering Department files and maps. Program will include the scanning and storage of existing maps and documents into digital file format utilizing the department's new scanner. (Goetz)

Development Division

Brent Siemer
Kristen Goetz

Gary Boughton
Laurie Shannon

Dan Moody
Angela Martindale

Administration

Development and review of many private and public projects:

Private:

1. Building Permit (review for PIRs and utilities)
2. C Street Reconstruction north of 1st Street
3. Eureka Pier, #1 F St (Ash-Vellutini)
4. Hidden View 75 Apartments, 2168 Tydd St
5. Humboldt Senior Resource Center, 1925 California St
6. Humboldt Transit Authority project and alley vacation, 2205 2nd St
7. Mauer Marsh property donation, between Vigo Street and Bayshore Way
8. Monitoring Wells and Soil Borings (for contamination plume cleanups)
9. P Street vacation south of Sonoma Street
10. Pacific Partners, Vigo Street
11. Redwood Harley Davidson, 2500 6th Street
12. Referrals (130 City and 13 County)
13. Seaport Village, foot of C Street (Goldan)
14. Security National – Eureka Coop, the 24" sanitary sewer relocation is nearing completion, 25 4th Street
15. South Gate Partners, Broadway at Pound Road
16. Subdivisions (Ash/Vellutini Eureka Pier, Brenman, Galle, Humboldt County Office of Education, Lundbar Hills Subdivision Unit No. 6, McKenny, Pierson Bayfront One, Pinto)
17. Veterans Property Transfer

Public:

1. Boating Instruction and Safety Center (state project)
2. Carson Mill Site Brownfield Cleanup
3. Eureka-Arcata Corridor (state project)
4. Eureka City Schools projects
5. Eureka Skate Park
6. Fifth & R realignment (state project)
7. Fisherman's Terminal (under construction)
8. 4th 5th and V Street Congestion Relief (state project)
9. Halvorsen Park lot line adjustment
10. Palco Marsh (environmental document approved by Council)
11. 7th & Myrtle Avenue site closure
12. Waterfront Drive Connection – Phase I (G to I)
13. Waterfront Drive Connection – Phase II
14. Waterfront Drive Extension - Del Norte to Hilfiker

Development Assistance

Review of:

1. Agreements for Encroachments, Monitoring Wells and Subdivision Improvements, (10)
2. Building Permits, (103 permits, some with several reviews)
3. Certificate of Subdivision Compliance Descriptions, (0)
4. Coastal Development Permits, (7)
5. Conditional Use Permits, (3)
6. County of Humboldt Referrals, (13)
7. Descriptions for City Projects, (5)
8. Design Review, (7 meetings with 29 items total)
9. Development Coordination, (0)
10. Encroachment Permits (55) including Fence Permits, and Monitoring Wells and Soils Borings within Street right-of-ways
11. Historic Preservation, (0)
12. Indian Island Permits, (0)
13. Infrastructure Mapping and Document Archival, (0)
14. Insurance Reviews, (171, some with several reviews)
15. Lot Line Adjustments, (6)
16. Requests for Service or Complaints, (7)
17. Sewer Permits, (8)
18. Special Permits, (16)
19. Street and Alley Vacations, (4)
20. Tentative and Final Parcel Maps, (2)
21. Tentative and Final Subdivision Maps, (1)
22. Traffic Reviews (2)
23. Variances, (6)
24. Water Permits, (15)
25. Special Events Permits (16)

Regional Transportation Projects

1. **Eureka-Arcata Corridor Improvement Project**
The Engineering Department continues to provide representation on the Project Development Team reviewing and responding to the impacts of the project, specifically those to businesses and residents within the City limits along the corridor. (Siemer)

Long Range Transportation Planning

1. **Greater Eureka Transportation Strategy Plan**
The City of Eureka, County and Caltrans will be working with a traffic consultant to develop a “macro” traffic model for Route 101 through Eureka to determine long-

range project needs and opportunities. This project is expected to be complete by December 2006. (Siemer, Moody)

2. **Humboldt County General Plan Update**

Engineering continues to work with County Planning and County Public Works staff to develop general traffic scenarios after the “macro” model is complete. The “micro” models will provide detailed information on intersections and guide the preparation of transportation mitigation program. This program will assess fees on new development and implement improvements to the transportation network. (Siemer, Moody)

3. **Interim Traffic Mitigation Plan**

Humboldt County Planning is proposing implementation of a transportation fee on new development in the interim as we await the General Plan Update. Engineering will work with the County to provide input and suggestions when requested. (Siemer, Moody)

In addition to assisting citizens at the counter, and working on future projects, Staff also works on the following programs and attends the following meetings:

1. **Capital Improvements Program**

Each year, Engineering updates the City’s Five-Year Capital Improvement Program (CIP), which is used to identify needed capital improvement projects and to coordinate the financing and timing of improvements. The primary purpose of the CIP is to assist in the orderly implementation of the broad and comprehensive goals of the adopted General Plan and for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions and by focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures. Staff has initiated the process for the 2006-2011 CIP.

2. **City Council**

Staff attends the twice monthly Council meetings to answer questions Council may have on Engineering agenda items and to have a better understanding of Council directions and concerns for the City.

3. **Disadvantaged Business Enterprise Program (DBE)**

In order for the City of Eureka to receive Federal Financial Assistance from the U.S. Department of Transportation (DOT), the City of Eureka is required to sign an assurance that it will comply with 49 CFR Part 26. The City of Eureka has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the 49 CFR Part 26. Engineering updates the Program yearly to reflect proposed use of Federal monies during the next fiscal year and establish a goal for Disadvantaged Business Enterprise participation on each federal financed project. Staff will be initiating the process for the new 2005-2006 DBE.

4. **Design Review**
Staff attends Community Development's twice monthly meetings and provides written comments. The comments are generally preliminary notification of conditions or permit requirements from Engineering, in order to perform certain work efforts.
5. **Development Coordination Committee**
Staff attends Community Development's meetings, along with other departments and utility representatives, to coordinate applicants' projects and to set conditions.
6. **Emergency Operations**
Staff attends bi-monthly meetings to coordinate County and other agency preparedness and responses to emergency events such as earthquakes, fires, floods, etc.
7. **Humboldt County Association of Governments Technical Advisory Committee**
Staff attends monthly meetings coordinating county agency needs for transportation, pedestrian and bicycle projects.
8. **Humboldt County Liaison Committee**
Staff attends the monthly meetings to coordinate agency and utility projects. The County, cities and each utility company provide information to coordinate projects in the most efficient and costly manner. Staff has been instrumental in reinitiating these valuable monthly meetings.
9. **Insurance Reviews**
Staff reviews insurance certificates and endorsements for all Engineering contracts and for contractors/persons wishing to work in City rights-of-way under Encroachment Permits. Reviews require a technical knowledge of insurance requirements and documentation which transfers the liability of the action of others working for the City or working within our rights-of-way.
10. **Open Space, Parks and Recreation Commission**
Staff attends the once a month meeting to update the Commission on Engineering projects of their concern and to answer questions the Commission may have.
11. **Parking Place Commission**
Staff prepares the agenda and attends the monthly meeting to answer Commission questions on the agenda items, and provides clerical support to the Commission.

12. **Planning Commission**

Staff attends Planning Commission meetings to answer City Engineering questions the Commission may have on agenda items and to have a better understanding of the Commission's direction.

GIS Division

The following projects or tasks have either been completed or are currently underway during the period of July 1, 2005 to current:

1. **CDBG Planning and Technical Assistance: Phase 2**

A scope has been created and approved for a second CDBG Planning and Technical Assistance grant. The grant will begin around the new year.

2. **Parcel Database Updates**

Updates to the existing City of Eureka parcel database. Changes in parcel boundaries as dictated by the county assessor's office and various other sources. Ongoing.

3. **Stormwater Infrastructure Inventory**

Development of stormwater infrastructure information to assist in NPDES permit process, minor infrastructure inventory. Underway. Approximately 90% complete.

4. **City of Eureka Sidewalk Areas**

Approximately 70 percent complete. Digital representation of outdated City of Eureka walk area map. On hold.

5. **Web GIS Application Development**

Ongoing development of GIS web applications to support various projects.

6. **Fire and Police Incident Mapping**

With the help of grant monies, the City of Eureka Street Centerline database is being revamped and rectified to create a more useful data set. (50% complete)

7. **Application Deployment**

Develop and deploy specific applications for specific departmental needs. For example, develop mapping applications with an emphasis on utility information for employees within the maintenance divisions. (Ongoing)

8. **Conduct GPS Field Surveys**

Plan, prepare, conduct and post-process GPS field surveys. Looking into potentially purchasing a survey-grade GPS unit to be used for a wider variety of applications. (Ongoing)

Traffic/Signals Division

The Traffic/Signals Division of the Engineering Department continues working with the State, County and private developers on various traffic studies in and around the City of Eureka. This Division has also provided assistance to the Engineering Staff in reviewing traffic issues for various projects that are currently under construction.

Projects being worked on by this Division include:

1. Traffic Signals

Maintaining operation of the 25 City owned traffic signals is a primary duty for this Division. Each August Staff conducts a complete review of each of the 25 traffic signals and test the safety equipment.

2. Fifth and "R" Street Improvement Project (continuing project).

This is a Caltrans project that has involved City staff coordination and review. Staff has worked closely with Caltrans on traffic control issues in and around this project.

This project will realign and signalize the 5th and "R" Street intersection. "R" Street between 5th and Myrtle will become a two way street and serve as a major connection from Myrtle Avenue to both 4th and 5th Streets. Emergency vehicle pre-emption and audible pedestrian signals will also be installed at the 4th and "R" and 5th and "R" Street intersections.

Completion of this project is expected in December 2005.

3. Traffic Studies

Over the third quarter of 2005 several traffic studies have been submitted for review or for final approval. Some of the locations are as follows:

- A. Bayshore Inn Expansion
- B. Bayfront II project
- C. Humboldt Senior Resource Center Alzheimer's Day Care
- D. Greater Eureka Area/Humboldt County Travel Demand Forecasting Model
- E. Waterfront Drive Extension

4 Grant Applications

There were no grant applications this quarter.

5. **Parking Items**

The Parking Place Commission has had two meeting cancelled this quarter due to lack of quorums. Items that have been successfully completed include parking restrictions at the foot of Del Norte Street and new on-street handicap parking spaces.

6. **Other**

In addition to the above items, regular items handled during the quarter included:

- 14 Special Event Requests
- 23 Transportation Permits
- 13 Street Light Requests/Complaints
- 10 Work Orders for new signs and/or parking controls
- Traffic Signal Monitoring and Maintenance
- Project Referrals
- Traffic Signal Budget
- Accident pin map and report filing

Property Management Division

In addition to performing routine property management duties, which includes managing real property and administration of leases for the City of Eureka and the Eureka Redevelopment Agency, the following activities of interest occurred during the past quarter.

1. License Renewals and Terminations

California Fish & Game – Currently negotiating lease payment to rent Dock at the foot of “J” Street.

Schmidbauer Lumber Company – Leased vacant property on Waterfront Drive to use as a temporary storage area for logs.

Eureka Municipal Airport in Samoa – Lease completed to have the Airport Bed & Breakfast continue with new lessee.

2. Acquisition, Sale and Transfer of Property

Acquisition of Easement - The City Council has approved an agreement to acquire an easement from Union Pacific Railroad to extend Waterfront Drive from “K” to “I” Streets. The California Public Utilities Commission has also approved a railroad crossing at “I” Street. This easement will allow the City to extend Waterfront Drive to service the Boating Instruction Safety Center currently be constructed on the bay at the foot of “J” Street.

Acquisition of Easement - The City has acquired an easement from Union Pacific Railroad for 24’ to enable the construction of an access road from Waterfront Drive to the property owned by Pierson/Debeni currently being developed on the bay at the foot of “F” Street.

Surplus City Owned Property - The City Council approved to surplus property the City owns on the east end of 16th Street.

Surplus City Owned Property - The City Council approved to surplus property the City owns at 1716 & 1722 Fifth Street known as the Fireside Inn.

3. Activities of Interest

North Coast Railroad Authority – Work has begun on a Memorandum of Understanding with the North Coast Railroad Authority for maintenance of their right-of-way through the City of Eureka.

Humboldt Bay Boating, Instruction, Center (BISC) - The State of California Department of General Services (DGS) in association with California State University Humboldt and the City of Eureka continues construction of the BISC at the foot of “J” Street.

Community Service Work Referral Program - Humboldt County's probation department places people with the City to perform community service work. 82.5 hours of community service work was performed at the Wharfinger Building.

SWAP – Humboldt County's SWAP crew cleared trash in Palco Marsh.

4. **Facilities Inspection**

Program will start up in December

5. **Work Requests Completed**

None this quarter

Memo

To: David Tyson, City Manager
From:Carolynn Thomas, Finance Director
Date: September 30, 2005
Re: Finance Department Quarterly Status Report

The following activities and accomplishments took place in the Finance Department during the months of July, August and September 2005:

Sales Tax Revenues: Sales tax is the largest source of revenue to the City's General Fund. Reports from Hinderliter, de Llamas and Associates (HdL) for the quarter ending March 2005 show sales tax totals at \$2,108,439, a 12.0% increase compared with the same quarter in 2004. In the same period, Humboldt County was up 7.7%, the Far North region rose 6.5%, and the state was up 3.7%.

Investment Reports: A quarterly investment report was provided to the City Council. As of September 30, 2005 the fair value of all investments totaled \$14,392,591 at an average yield of 4.84% and an average maturity of 1.78 years.

FY 2005-06 Adopted Budget : The City Council adopted the budget for fiscal year 2005-06 early in July. Following the adoption, the 2005-06 budget document was submitted to the Government Finance Officers Association and to the California Society of Municipal Finance Officers for annual award review.

Award for FY 03-04 CAFR Received: In August the City received word that our comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2004, qualified for a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. This is our second successful year of compliance with GASB 34 financial statement rules and regulations.

New Accounting Staff: During these three months two accountants of longer standing left City employment and two new Accountant I positions have been filled. Gary Chapman and Sherry de Stefano were hired in September. Both live in the Eureka area and bring with them years of governmental accounting experience.

Humboldt Transit Authority and Changes to the Bus Routes

The Humboldt Transit Authority (HTA) operating the Eureka Transit Service (ETS) has made changes recently to achieve cost savings and satisfy customer requests. Changing bus routes will address both of these issues. Over the past few weeks

ETS has moved from five one-hour routes down to four one-hour routes. The drivers are reporting great success with the changes – riders feel they are arriving at their destination quickly – a new sensation for many.

The route changes are new and still “under construction” based on rider comments. Very soon, once the routes are finalized, new booklets will be printed and distributed throughout the community (in English and Spanish just as they are now printed). The four routes system was achieved by assigning a route to a certain section of the city rather than each bus traveling all over town. All major destination points are still being serviced. The bus routes are now carrying more passengers per day than they were with five routes. Some passengers need to transfer more frequently than in the past, but still report their trip is ultimately faster.

Concerns have been expressed to the City by a resident of the Silvercrest facility over routing changes. HTA staff worked very closely with Silvercrest’s Director to address issues that could come about with the new routing structure before they were put into place. The age group into which the Silvercrest residents fall is a group that has always been high on HTA’s priority list. As the new routes are “tweaked” during this introductory period, one of the changes that will take place on Monday, October 10, is routing two buses, rather than one, through the Silvercrest property – each one servicing different parts of the city - allowing seniors to ride to many of the destinations they frequent without having to transfer between buses. This change will also address the length of time it has taken them to get back from the Senior Center. This is just one example of adjustments that are being made in response to customer requests.

In a recent email message to the City’s Finance Director, Nel Fregoso the HTA General Manager, reports “this route restructure has been a real challenge The reason we decided to change the routes was to save the city money. I know that the funds for transit are very limited and costs just keep going up and up. . . . we couldn’t continue to operate the way it was and stay within the limits of the contract. We very much enjoy operating the city’s transit system and since we deal with all the complaints, from both drivers and passengers, there is no one more interested in getting them {the routes} perfected than us. We want the ETS system to be something people, anybody, can use when they need transportation.”

A listing of the four current Monday through Friday routes can be found on the www.hta.org web site. The site is updated as changes are made and includes Saturday routes, fare rates, and travel options for the disabled community.

Quarterly Report: July - September 2005



Dead fish spill: Something rotten in Denmark "Eureka!"



Recruit academy graduation and promotion ceremony. Oath of Office administered with assistance from Councilmember Mike Jones and Virginia Bass-Jackson.



Aerial operations training at the Carson Mansion.

MEMORANDUM



To: David Tyson, City Manager
From: Eric Smith, Fire Chief
Date: October 15, 2005
Re: QUARTERLY REPORT- 3RD 2005

The third quarter was again a busy one for Eureka Fire, beginning with the Fourth of July and ending with a large commercial fire at 828 W. Hawthorne. In the period between these events, we saw a number of accomplishments in the areas of planning, disaster notification, training, wildland certification, grants, and improved interaction with neighboring fire departments.

This year, the Fourth of July was relatively calm as compared to previous years. As usual, we up-staffed our apparatus in anticipation of a busy day. During the day, we responded to several firework related fires, one being a residential structure. All in all, it was a successful and enjoyable day with much of our community spending the afternoon and evening in Old Town. We continue to have a small number of individuals disregard the City's fireworks ban in Old Town, but for the most part, a simple counseling session is all it takes to educate them as to the restrictions.

As you will see upon review of Chief Yarnall's attached quarterly report, the training of our personnel continues to be a priority issue; one that we constantly work towards improving. This year, in an effort to avoid personnel layoffs, our training budget along with a host of other line items, was reduced to minimum levels. Successful training is accomplished by implementing an appropriate budget, adequate resources, and delivery and sufficient time for the skills learned to be absorbed. As we have little control over the financial issue at this point, we have focused on increasing the amount of time that our personnel can spend on their development. We have attacked this issue in two fashions. The first is the reduction of engine company workload in the areas of "R-1" prevention inspections; the second being hydrant testing. With the adoption of a fee-based "R-1" multi-family building inspection program, we have been able to dramatically reduce the programs dependency on our suppression crew, thus freeing up a significant amount of time. Additionally, for the first time in our history, we have been able to utilize our volunteer firefighters to perform the annual testing of our 800 fire hydrants. Thus far, both of these efforts have provided us with a little breathing room in this area, but we are far from where we need to be and will aggressively pursue enhancing our training program.

Since 9/11, much effort has been expended towards the preparation of emergency services. Our region is no different and we continue to make progress in this area. Recently, the Homeland Security Grant Committee on which I serve allocated \$70,000 for a comprehensive county-wide Emergency Services Communications Plan. This plan will serve as a road map for the next generation of emergency services communication and interoperability within our county.

An even more exciting system funded by the Homeland Security Grant Committee is the "Code Red" reverse dialing system. The CodeRED® Emergency Notification System is an extremely fast communication service for mass *Emergency Notifications*. It employs Internet mapping capability for geographic targeting of calls, coupled with a high speed

telephone calling system capable of delivering customized pre-recorded emergency messages. The messages are delivered directly to homes and businesses, live individuals and answering machines, at the rate of up to 60,000 calls per hour. This system, purchased for the Cities of Eureka, Fortuna, Ferndale, and Rio Dell, will allow each jurisdiction to quickly notify constituents in specific areas of events or emergencies that may affect them. One such application of this new resource would be the systematic notification of citizens located in a tsunami run-up zone. Another application could be the distribution of neighborhood related information, such as a forthcoming neighborhood watch meeting. In these examples, the calls will be made only to those affected by the information. Chief David Douglas is to be credited for this great idea and implementation of the system.

In addition to these improvements, the Eureka Fire Department continues to work towards the delivery of basic Urban Search and Rescue training for local first responders. Recently, the Homeland Security Grant Committee authorized funding in the amount of \$40,000 for the delivery of the Rescue Systems 1 course here locally. As we are all aware, our region is one of the most seismically active areas of the world. The damage caused by a major earthquake can be very similar to that caused from a weapon of mass destruction, thus our ability to request funding from the Homeland Security funding stream. In an effort to give our first responders the knowledge that they need to deal with collapsed buildings, we provided the Grant Committee with a proposal to bring this specialized instruction to our area. Our long term goal is to not only train our staff in this specific discipline of rescue, but to also develop a cadre of local instructors who will then be able to deliver this specialized training to all first responders within our region. We envision this training to be delivered at our future regional training facility on Hilfiker Street here in Eureka. Our intent is to provide the initial training in the spring of 2006.

Our success in the grant arena continued with the recent acceptance of our grant request for vehicle exhaust filtering systems. The project includes the purchase and installation of exhaust filtering systems for our all of our apparatus and the installation of exhaust fans for each of the three stations. The grant is a 90% Federal / 10% local share totaling \$126,271. It is intended to limit and hopefully eliminate the exposure of our personnel to vehicle exhaust within their fire stations. The local share was included and approved in the COE 2005-06 budget. Our special thanks to Captains Marriott and Goodlive for their hard work in obtaining this grant.

And finally, one of the best developments of the quarter, a new web page for EFD. The new page is part of the city's effort to update and to use this great platform in which to both educate and to interact with our community. I must thank Jan Gillespie for the hard work and ownership that she has taken on in the development of our page. I encourage you to stop by and check it out once it is live. Again, special thanks to Jan!

I have attached the Prevention and Operation Division(s) 3rd Quarter Reports for your review. I believe that you will find them informative as to the issues, activities, and concerns these respective Divisions have.

Respectfully,

Eric M. Smith

Eric M. Smith
Fire Chief

EUREKA FIRE DEPARTMENT
FIRE PREVENTION BUREAU
2005 Third Quarter Report

TO: ERIC SMITH, FIRE CHIEF
FROM: RICK BENNETT, ASSISTANT CHIEF/FIRE MARSHAL
DATE: OCTOBER 7, 2005
PERIOD: JULY, AUGUST, SEPTEMBER 2005

NARRATIVE:

The third quarter of this year was a busy time of the Fire Prevention Bureau. During the Summer and Fall months our community participates in many festivals and special activities. Fire Prevention personnel help by attempting to keep all of these events safe for the participants. The Fourth of July Old Town Festival was a success again this year and it was a pleasure for us to work with Eureka Main Street personnel as they managed the event. We met with over twenty developers during the quarter to consult on various projects throughout the city. Inspector Moses is moving our R-1 inspection program to new levels of efficiency.

In July, Union Pacific Railroad completed vegetation management, trash removal, and property security at the Balloon Track. We have been working with the North Coast Railroad Authority to develop a maintenance plan for their property within Eureka. We are coordinating with Humboldt County Sheriff's Office SWAP program to begin vegetation removal on the rail lines in Eureka.

In September, we submitted a grant request to FEMA on behalf of the Humboldt County Fire Prevention Officer's Association, a section of the Humboldt County Fire Chief's Association. Our request is for funds to replace the existing fire and life safety education trailer as a component of our ongoing public education program. If the grant is successful, we will propose the City of Eureka receive the equipment for purposes of insurance and registration.

The North Coast Unified Air Quality Management District recently proposed new permit applications for fire service training fires. We conducted wildland training fires in September using the new permitting process and found the permitting process to be manageable.

As members of the Humboldt County Fire/Arson Investigation Unit, we developed a presentation using PowerPoint and met with the Humboldt County law enforcement chief's organization in August. The purpose of the presentation was to provide an understanding of how the HCFAIU can assist agencies in meeting their respective missions. We expect to provide the same information to the Humboldt County Fire Chief's Association in the fourth quarter.

For many years the Eureka Fire Department has collected illegal fireworks and stored them in our evidence locker. Due to the volume that had collected we were anxious to dispose of them. The only correct disposal method is to turn them over to the State Fire Marshal's (SFM) office. The SFM has not been accepting fireworks pending approval of a disposal methodology. They have recently begun a new disposal method and in July were able to dispose of all of our seized fireworks by delivering them to the SFM in Fortuna.

In September, we conducted a SFM Fire Investigator 1A class for interested EFD personnel.

The California code adoption process has been off cycle for a couple of years, however the State has decided to move forward with adoption of the International Codes as developed by the International Code Council. California is currently reviewing the ICC codes to see what needs to be amended to meet California standards. The State Fire Marshal leads this effort on behalf of the Building Standards Commission. Fourteen Working Groups will report to a Core Group, which will report to the SFM who will provide a final report to the BSC. I have been assigned as a Co-Chair of Working Group 9 – Mercantile Occupancies.

FPB ISSUES:

- We are working with other City departments on
 - BISC
 - Parcel 4
 - Sweazy Theater
 - Waterfront Development Projects
 - Lundbar Hill Subdivision
 - Harley Davidson
 - Sixteen Street Extension
 - Code compliance with various occupancies

FIRE PREVENTION BUREAU DATA:

FPB CAPTAIN:

	Reporting Quarter		Year to Date	
	Number	Hours	Number	Hours
Code Enforcement				
License			24	15
Complaints	1	3	1	3
Construction	1	3	1	3
Occupancy	5	5	9	8
City Facilities	1	2	15	17
Miscellaneous			2	2
TOTALS	8	13	52	48

FPB FIRE INSPECTOR:

	Reporting Quarter	Year to Date
R-1 Inspections	51	249
R-2, R-3, R-6, E-3	16	35
Commercial Inspections	0	0
Weed/Trash Abatement	26	54
Complaints	3	8
Alarm/Sprinkler Systems	4	5
Classes/Meetings Attended	1	2
TOTALS	101	353

FPB REVENUE:

	Reporting Quarter	Year to Date
Plans	2208.46	5195.69
Permits		784.14

SUPPRESSION DIVISION PRE PLAN INSPECTIONS:

	Reporting Quarter	Year To Date:
Blocks	100	289
Inspections	295	770
Re-Inspections	107	266
R-1 Occupancies	0	40
R-1 Re-Inspections	0	7

HAZARDOUS MATERIAL RESPONSE TEAM:

The Hazardous Material Response Authority met for a quarterly meeting on July 11 at EFD. A quorum was not attained however we discussed OES typing of the team (goal to maintain Type II level) and we discussed anticipated longevity of the hazardous material response vehicle. We expect the vehicle may last up to ten more years and we will be exploring the option of seeking grant funding to replace the vehicle.

We have been meeting with the US Postal Service as they develop procedures associated with installation of a Biological Detection System (BDS) in the sorting system. The BDS is scheduled to be on line by mid-November with information about the system going out the public around that time. Currently the BDS is only programmed to detect anthrax spores and we are fine-tuning our response protocols relative to a biological event at the post office.

Monthly training meetings were conducted and the training included pipe repair, personal protective equipment selection, and response vehicle inventory. Captain Schultz and Engineer Laidlaw attended statewide hazmat training conference, "Continuing Challenge."

Engineer Laidlaw provided one Certified First Responder Operational refresher class in August.

We are researching equipment issues relative to OES resource typing for hazardous material response teams.

**EUREKA FIRE DEPARTMENT
FIRE SUPPRESSION DIVISION
2005 Third Quarter Report**

TO: ERIC SMITH, FIRE CHIEF
FROM: JIM YARNALL, ASSISTANT CHIEF/OPERATIONS
DATE: OCTOBER 11, 2005
PERIOD: JULY 1 THROUGH SEPTEMBER 30, 2005

PERSONNEL:

On July 13th the three newly hired firefighters graduated from their 6 week training academy and began working on shift. This has improved our staffing situation with each platoon being staffed with one firefighter above the minimum staffing level to keep three engines and 1 truck in service at all times. It also serves to reduce the department's expenditure of overtime funds. The new firefighters are doing very well and have adapted to shift work and are continuing gaining the fundamental skills required to be solid well rounded entry level firefighters.

We are proud to announce that firefighter Kevin Voorhees scored the highest on the Engineer's exam held on October 4th and 5th and will be promoted to fire engineer on October 16th. This is an exceptionally difficult in house exam consisting of both a comprehensive written and manipulative exam and is the department's most difficult promotional exam. The difficulty of the exam properly reflects the importance and responsibility of this critical position in the fire service. Congratulations Kevin.

The City of Eureka has approximately 800 fire hydrants strategically located throughout the city. It is necessary to flow test each hydrant at least once each year. The testing exercises valves, removes sediments, identifies weaknesses in the distribution system and provides the fire department with data useful for future development. This task is a shared responsibility between the fire department and Public Works. In the past the fire department personnel have conducted the flow testing. In an excellent example of how departments within the city can work cooperatively this year Public Works authorized the expenditure of some temporary salary funds to allow the fire department to hire volunteer firefighters to test hydrants. The volunteers are very part time temporary employees and conduct the testing in a much more efficient manner utilizing a small utility vehicle rather than an engine company on an engine. The program is working very well with approximately 1/3 of the hydrants tested within one week. It is providing valuable training experience to the volunteers and has freed up additional training hours for paid staff to meet required training mandates. It should be mentioned that the only classification of personnel who can flow test hydrants are firefighters and certified public works employees. My thanks go to Bruce Young and Frank Mathes in Public Works.

TRAINING:

The department took delivery of the live fire simulation trailer on June 13th and has trained with it frequently during the third quarter. As with any new program and complex equipment there is significant work to develop the program, train the instructors and work out the small issues. This was accomplished while providing excellent training to not only EFD firefighters but also firefighters from HFD and CDF. As a condition of the grant we agreed to provide outreach training to firefighters in both Humboldt and Del Norte counties. We provided two days of outreach training in Arcata and have scheduled training dates in Orick, Willow Creek, Fortuna and Southern Humboldt is pending. The scheduled outreach training will be completed during the fourth quarter and will meet or exceed the grant requirements ahead of the grant deadline. Our training began with single engine company's focusing on single tasks and has now evolved to multi company involvement with multiple tasks accomplished simultaneously coordinated by a command officer simulating an actual incident. The training will continue to grow in scope and complexity providing an excellent platform to train not only EFD personnel but firefighters within the region resulting in increased firefighter safety. We have used the city property next to the Wharfinger building on Marina Way but will probably relocate the trainer to the Hilfiker site during the fourth quarter. We are still seeking a reliable tow vehicle for the trailer.

The fire service continues to change with ever increasing mandated certifications by various state and federal agencies. The time demands upon personnel to obtain and maintain required certifications continues to grow and is a constant struggle to maintain proficiency in all specialty areas. Coordination of EFD's training program has outgrown the ability of an on shift Captain II to manage the program. The training officer needs to work a Monday – Friday 40 hour work week rather than 24 hour shift schedule to effectively manage the program. This would allow more time to efficiently schedule training and provide continuity between the three different platoons. I am requesting that we formally explore the possibility of such a position for the balance of this fiscal year or certainly for the 06-07 fiscal year.

During September and one day in early October the department conducted live fire wildland training at the Department's training facility on Hilfiker Lane. Approximately 2-3 acres of light grass and blackberry vines were burned. The training provided fire personnel an opportunity to practice wildland suppression techniques and observe fire behavior. It also was the final requirement needed to certify all EFD personnel for wildland firefighting.

In the present quarter we will be improving the Hilfiker site and building the necessary props to seek State approval designating the training facility approved for instruction of Rescue Systems I. Rescue Systems I is a course that instructs personnel for rescue operations following disasters such as earthquakes. We are planning on hosting a Rescue Systems I course in early 2006. The Rescue Systems I certification is a requirement for Eureka to possess a new Office of Emergency Services engine.

APPARATUS / EQUIPMENT:

During early July we completed the annual pump testing of all EFD apparatus utilizing the testing facility at Arcata Fire Protection District's Mad River Station. As you recall, we experienced multiple problems with Engine 5 passing its test. Corp Yard personnel finally solved the problem by replacing the radiator of this apparatus. This apparatus showed no faults until tested but its age, a 1986 model, is beginning to show.

I met with Bruce Young and Rob MacNamara regarding the replacement of one of the front line engines. Engines 3 and 4 were both purchased in 1992 and have over 100,000 miles each and have reached the end of their normal service life as a front line apparatus. I propose to purchase a new replacement engine during fiscal year 2006-2007. Bruce and Rob both agreed that further delay of the purchase will only compound the problem. On the bright side, the department is scheduled to receive a new OES engine by January 1st 2006 and the State wishes EFD to run it as a front line apparatus for the first year. With the delivery of a new OES engine and the purchase of a new EFD engine we have the opportunity to spread the engine replacement to a planned schedule. Bruce agreed with the concept and stated that the City will have to address this large purchase as well as others in Public Works.

In early September the department received notification that it was successful in obtaining a 2005 FEMA grant for the mitigation of diesel exhaust generated from fire apparatus. The grant, 90 % federal and 10 % local, is for a total of \$126,271. The funding will allow for the purchase and installation of particulate filters on EFD apparatus and for exhaust venting in each fire station. In other grant news the department continues to complete the purchasing of extrication equipment allowed under the Office of Transportation Services grant. EFD is serving as the coordinating agency on this regional grant which will provide new equipment for the communities of Fortuna, Eureka and Orick.

Opticom equipment is in the process of being installed on front line apparatus in cooperation with the City and Caltrans. This equipment mounted on the apparatus and key traffic signals allows emergency vehicles better access through crowded intersections by turning the signal to a green light ahead of the normal schedule. Currently there are only a few upgraded intersections which have the equipment installed on however it is the goal to increase the number of intersections that have this equipment. This is a very positive step to reduce response times and increase safety.

FACILITIES:

Significant progress has been made in the upgrading of the department's communication system. The radio antennae at both Station 3 and the new high water tank have been installed. Radio equipment has also been installed inside of the pump shed below the High Tank and Station 3. EFD is currently testing the individual system components prior to integrating them with the existing equipment. When finished, the

system will be greatly enhanced both for the City of Eureka but also Humboldt Fire District #1 resulting in increased firefighter safety.

Preparations are being made for the minor addition to Station 3. Plans are being drawn and will be submitted for approval during the fourth quarter. Actual construction will probably not begin until next spring with most of the labor being provided by EFD personnel.

SIGNIFICANT INCIDENTS:

Locally the summer wildland fire season was relatively quiet with few large fires. The local wildland fire season is drawing to a close within the City and county but Southern California remains in a very active season with the seasonal Santa Anna wind events.

Structure fires were few and small during the quarter with the notable exception of a warehouse fire that occurred during the evening of September 25th at 838 West Hawthorne Street. The fire gutted approximately 1500 square feet of the second floor of the approximate 12,000 square foot structure. The fire could have been much larger but fortunately was contained.

OTHER:

Progress continues with the use of GIS technology. Captain II Marriott and Engineer Gossien with assistance from Riley Topliski are beginning the process of converting EFD's wall and map books to a digital format. This will greatly facilitate the manipulation of the data.

The Friends of Sequoia No. 6 continue to be active in their fund raising efforts for the restoration of historical fire station Number 6 on J Street. Station 6 was on the historical home tour on October 3rd. The tour was well attended with considerable interest shown in this building.

Humboldt County Fire Chiefs Association Incident Report Form for 2005

Eureka Fire Department	First Quarter		Second Quarter		Third Quarter		Fourth Quarter		Total For Year	
Type	#	\$ Loss	#	\$ Loss	#	\$ Loss	#	\$ Loss	#	\$ Loss
# Fires									148	\$796,485
Structures(Resid, Comm, Mobile, Chimney)	23	\$507,300	15	\$28,750	21	\$201,600	0	\$0	59	\$737,650
Vehicle Fires(Auto, Truck, R.V., Trailer)	15	\$27,475	5	\$8,550	5	\$10,700	0	\$0	25	\$46,725
Grass/Brush/Trees(Crops, Orchards)	5	\$0	4	\$0	12	\$0	0	\$0	21	\$0
Refuse/Not Classified(Undetermined, Other)	13	\$2,160	9	\$3,150	21	\$6,800	0	\$0	43	\$12,110
# Explosions/ Overpressure									8	\$1,025
Rupture (Steam, Gas, Air, Etc.)	1	\$0	3	\$25	3	\$1,000	0	\$0	7	\$1,025
Explosion (Vessel, Munitions, Heat/Burn)	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Not Classified (Unable to classified)	0	\$0	0	\$0	1	\$0	0	\$0	1	\$0
# Rescue/Emergency Medical									1441	\$0
Medical (Assist, Call, Treatment)	459	\$0	517	\$0	461	\$0	0	\$0	1437	\$0
Rescue/Extrication	0	\$0	1	\$0	3	\$0	0	\$0	4	
Unable to Classify/Not Classified	0	\$0	0	\$0	0	\$0	0	\$0	0	
# Hazardous Condition/Standby									99	0
Hazardous Condition(Flammable/Toxic)	16	\$0	13	\$0	10	\$0	0	\$0	39	
Faulty Equipment (Electrical, Gas, Oil)	12	\$0	8	\$0	16	\$0	0	\$0	36	\$0
Vehicle Accident (Spill, Leak)	1	\$0	1	\$0	3	\$0	0	\$0	5	
Explosives (Found Explosives, Bomb)	1	\$0	0	\$0	0	\$0	0	\$0	1	
Illegal Burning(Hazardous, Noxious, Illegal)	0	\$0	0	\$0	1	\$0	0	\$0	1	
Unable to Classify/Not Classified	5	\$0	5	\$0	7	\$0	0	\$0	17	
# Service Calls									219	0
Person/Public (Person in Distress)	37	\$0	61	\$0	57	\$0	0	\$0	155	\$0
Person/Public(Water, Smoke, Animal, Other)	11	\$0	13	\$0	10	\$0	0	\$0	34	\$0
Unauthorized/Improper Burning(complaint)	5	\$0	4	\$0	6	\$0	0	\$0	15	
Cover/Move-up(Relocation of Company)	0	\$0	0	\$0	0	\$0	0	\$0	0	
Unable to Classify/Not Classified	8	\$0	3	\$0	4	\$0	0	\$0	15	
# Good Intent Call									253	0
Incident Cleared Prior to Arrival	44	\$0	41	\$0	53	\$0	0	\$0	138	
Wrong Location	0	\$0	1	\$0	3	\$0	0	\$0	4	
Control Burn	2	\$0	3	\$0	3	\$0	0	\$0	8	
Vicinity Alarm	0	\$0	0	\$0	0	\$0	0	\$0	0	
Steam, ETC., Mistaken for Smoke	12	\$0	6	\$0	5	\$0	0	\$0	23	
Hazmat Investigation, Not Founded	3	\$0	3	\$0	3	\$0	0	\$0	9	
Unable to Classify/Not Classified	39	\$0	14	\$0	18	\$0	0	\$0	71	
# False Alarm									109	0
Mischievous False Alarm, Bomb Scare	3	\$0	3	\$0	2	\$0	0	\$0	8	
System Malfunction (PFAS)	4	\$0	1	\$0	1	\$0	0	\$0	6	
Unintentional	4	\$0	3	\$0	2	\$0	0	\$0	9	
Unable to Classify/Not Classified	31	\$0	28	\$0	27	\$0	0	\$0	86	
# Natural Disaster									0	0
Earthquake, Flood, Windstorm	0	\$0	0	\$0	0	\$0	0	\$0	0	
Lightning Strike	0	\$0	0	\$0	0	\$0	0	\$0	0	
Unable to Classify/Not Classified	0	\$0	0	\$0	0	\$0	0	\$0	0	
# Other									4	0
Citizen Compliant	2	\$0	0	\$0	0	\$0	0	\$0	2	
Not Classified (Unable to classified)	1	\$0	0	\$0	1	\$0	0	\$0	2	
Mutual Aid (Given)	0		0						0	
Mutual Aid (Received)	0		0						0	
Totals	757	\$536,935	765	\$40,475	759	\$220,100	0	\$0	2281	\$797,510
# Miscellaneous										
Training Hours		2074		2369		1771				6509
Civilian Injuries or Deaths		1		1		1		0		3
Firefighter Injuries or Deaths		0		0		1		0		1



*PERSONNEL DEPARTMENT
2nd QUARTER STATUS REPORT
July 1, 2005—September 30, 2005*

WHAT'S HAPPENING IN PERSONNEL?

This section highlights non-routine events, activities, etc., in the Personnel Department:

*Through PERS, the City offers a Long-Term Care Program to eligible employees. The annual open enrollment period ran from May 1 through September 30, 2005. An informational presentation on the Program was held for employees on July 21 and 29.

*The City provides life insurance coverage and accidental death and dismemberment (AD&D) coverage for all full-time employees. Currently, the City partners with REMIF for this coverage, as they are generally able to negotiate lower rates due to all REMIF cities being part of the "group" coverage rather than it just being the City of Eureka. As of September 1, 2005, REMIF was able to negotiate a substantially lower rate with a new company, Jefferson Pilot Financial (JP). Staff is coordinating the switchover and distributing information to affected employees.

*The City hosted a 457 Deferred Compensation presentation by Harford representative John Bartholomew on September 7th. John also made himself available for individual appointments with interested employees.

*As a result of AB1825 requiring mandatory sexual harassment training for all supervisors and those who train others, REMIF sponsored a third 2-hour seminar for the cities of Eureka, Arcata and Fortuna on July 7, 2005. REMIF has indicated they will also be providing the member cities with this training every six months to meet the requirements of the law that all new supervisors receive two hours of sexual harassment training within 6 months of assuming the position.

This section highlights the regular activities of the Personnel Department:

RECRUITMENT AND TESTING (Note: for Fiscal Year 04/05, the number of recruitments performed by Personnel Department staff increased by 47% over the previous year)

Following is a list of the recruitments completed in July, August, and September, 2005:

- * **ACCOUNTANT I/II** - Applications were accepted from July 25 through August 12, 2005. Oral examinations were held on August 29, 2005. Appointments have been made.
- * **ACCOUNTING TECHNICIAN (Closed Promotional)** - Applications were accepted from August 18 through August 31, 2005. Oral examinations were held on September 13, 2005. An appointment has been made.

- * **ADMINISTRATIVE SERVICES ASSISTANT** - Applications were accepted from July 11 through July 22, 2005. Oral examinations were held on August 23, 2005. An appointment has been made.
- * **COMMUNICATIONS DISPATCHER** - Applications are accepted on an ongoing basis. Testing was held on September 7, 2005.
- * **FIRE ENGINEER (Closed Promotional)** - Applications were accepted from August 22 through September 28, 2005. Testing was held on October 4, and October 5, 2005. An appointment has been made.
- * **MAINTENANCE WORKER I/II** - Applications were accepted from August 22 through September 16, 2005. Oral examinations were held on October 19, 2005.
- * **POLICE OFFICER/LATERAL** - Applications are accepted on an ongoing basis. Testing was held on July 30, 2005.
- * **RECREATION SUPERVISOR (Closed Promotional)** – Applications were accepted from August 18 through August 31, 2005. Appointments have been made.
- * **REDEVELOPMENT & HOUSING PROJECT MANAGER (Closed Promotional)** - Applications were accepted from September 26 through October 10, 2005.
- * **SENIOR MAINTENANCE WORKER (Closed Promotional)** – Applications were accepted from September 23 through October 7, 2005.
- * **SPORTS ACTIVITIES COORDINATOR** - Applications were accepted August 22 through September 2, 2005. Oral examinations were held on September 20, 2005. An appointment has been made.
- * **STREET SWEEPER OPERATOR (Closed Promotional)** - Applications were accepted from September 23 through October 7, 2005. An appointment has been made.
- * **TREATMENT PLANT OPERATOR II** - Applications were accepted from August 8 through August 26, 2005.
- * **UTILITY WORKER I/II** - Applications were accepted from August 22 through September 9, 2005. Oral examinations were held on October 12, 2005.

NEW EMPLOYEE ORIENTATION

Eight (8) new full-time employees participated in the new employee orientation, which involves preparation of files and paperwork related to salaries, benefits and legal documents.

NEW HIRES

Forty-five (45) new employees were hired during this period (includes regular, temporary, and seasonal employees).

SEPARATIONS

Twenty-six (26) employees were separated from the City during this period (includes regular, temporary and seasonal employees).

PERSONNEL ACTION FORMS

One hundred forty-three (143) personnel action forms were processed during this period.

LABOR NEGOTIATIONS/EMPLOYEE RELATIONS

Negotiations are currently in progress on contract reopeners with ECEA and EFL, and the City has requested contract reopeners with EFL and EPOA.

DISCIPLINARY ACTIONS

During the months of July, August, and September, one employee was terminated and one Letter of Warning was issued.

NEW WORKERS' COMPENSATION CLAIMS

Eleven (11) new workers' compensation claims were opened during this period.

INSURANCE

Insurance documents and certificates were daily examined and or issued through a commercial special events insurance company to insure appropriate insurance coverage that meets the established standards of acceptability with regard to conducting business with the City of Eureka or for using City facilities.

On Thursday, August 18, 2005, REMIF General Manager Jeff Davis met with City staff and several local insurance brokers to discuss City insurance requirements.



EUREKA POLICE DEPARTMENT MEMORANDUM

To: David W. Tyson, City Manager
From: David A. Douglas, Chief of Police
Date: October 15, 2005
Subject: Quarterly Report – July through September, 2005

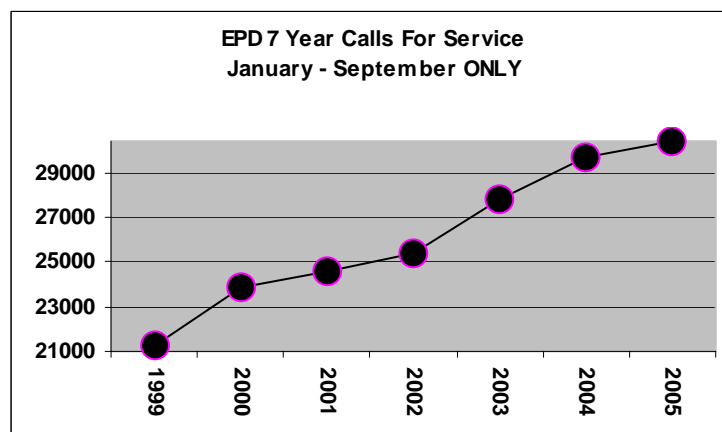
We hope both Council Members and the Community who read the quarterly reports find this a comprehensive and meaningful summary of the services and activities being performed by your Police Department. As always, we invite feedback from you and look forward to any comments regarding the information we present.

(Due to staffing/workload issues, the statistics we normally provide for your information have not been completely entered into the computer system, making them unavailable for your viewing and our investigative research.)

WHAT AREAS SHOULD BE OF MOST CONCERN:

1. Called for Services (CFS):

See our CFS map (January - September) at end of report and CFS information below. Service requests from our citizens is an area we have no control over. We continue attempts to target problems and encourage our citizens to assist in reporting crimes. This increases the time spent on handling individual calls for service. Our total workload increases as a result. Increased workload leaves less time for proactive activities (officer initiated activity, OIA) and increases mandatory overtime to handle the workload. Called for service now regularly exceeds Officer initiated activity.



The last 26 months each had over 3,000 calls for service, more 3,000 call months in the history of the Eureka Police Department for service requests from our citizens.

The International City County Management Association (ICMA) publication “Local Government Police Management” (2003) suggests patrol staffing should be structured so that no more than 25% of day-shift officers’ time is committed to handling calls for service.” Even if we allocate ONLY the time spent from dispatch to initial clearance without allowing time for report writing or immediate investigation of leads, our officers committed time is well in excess of 40% and is increasing.

The previous high CFS was in 1994 when additional grant funded police officers were approved for neighborhood policing. Sworn police officer staffing was increased to 52 by 1995. Called for services trended downward as the assigned officers worked the problem areas until the grants ended in 1998. **From 1999 to date service requests have increased an average of over 1,000 CFS per month while sworn officer, uniformed support and non-uniformed support staff levels have all decreased.**

Please note that the crime map reflects **only** selected crimes. Person and property crimes are shown. Total crime reports written are a much higher number as the “Other Crime” category typically reflects 55-60 percent of crime reports. During this quarter arrests are down from last year. This is to be expected when officer initiated activity drops due to high called for service. Please refer to the activity charts. Activity reports showing calls for service and selected crime reports taken in the City are also attached. Call volume in the west side neighborhoods and the 101 corridor areas continue to require the most concentrated police officer allocations. (See CFS Map at the end of this document)

2. Assaults and Robbery

We are continuing to see high levels in some aspects of crimes against persons. People assaulting other people is not acceptable and any increase is cause for concern. Arrests are occurring. These crimes will continue to be worked very aggressively.

3. Vehicle Crime

A significant amount of the reported property crime in Eureka each year involves theft of or from vehicles. This issue is discussed in virtually all of the many public presentations or radio shows we do. Our citizens can do a lot to help themselves and us in this area. The volume of burglary vehicle, grand/petty theft and stolen vehicles continue to reflect this trend. Increased motel occupancy and transient criminals moving through the City during the summer months require additional patrol efforts each year.

4. Property Crime

According to the Bureau of Criminal Statistics reports submitted to the Department of Justice, the following shows the type of property reported stolen and subsequently recovered by EPD:

(Due to staffing/workload issues, these figures will not be entered into the computer system for another 4 to 6 weeks making them unavailable for viewing and investigative research at this time.)

COMMUNITY RESPONSE SECTION:

It was a very active quarter for neighborhood watch meetings. Eight meetings were conducted throughout the city, mostly on the West side.

We assisted two landlords in the eviction process, which came to light as a result of neighborhood watch meetings.

A bus, two motor homes and two trailers were removed from city streets and impounded temporarily on city property between Waterfront Drive and Marina Way. Some of the previous vehicles stored there have been removed and destroyed. At this time there is only a bus, a motor home and a trailer stored at that location.

Nineteen other “junk” cars were removed from private and public property and crushed. This is not part of the regular vehicle abatement program.

There were a total of 19 transient camps removed from Mauer Marsh, PALCO Marsh and the Balloon tract. There were an additional 11 camps removed from the area behind the Eureka Boiler works on three separate trips. Five camps the first visit, four the second and two on the last visit.

Six camps were removed from other areas of the city. We also assisted Community Development in the cleanup efforts around PALCO and Mauer Marshes.

COMMUNICATIONS

On the job training continues for Dispatcher Trainee Ashley Ipock who was hired at the end of July. Ashley is currently in Phase 2 of the four phase Communications Training Program.

Dispatcher Jenifer Hanson completed her training at the end of July is currently assigned to weekday night shift. We are very lucky to have picked up Jenifer from the Humboldt County Sheriff's Department, where she was a dispatcher for the last 3 years.

Dispatcher Lisa Morrison completed her training the second week of September and is currently assigned to weekend day shift. Another great find for the center, Lisa comes to us from Yuba County Sheriff's Department with a year of experience.

The 4th offering of the Basic Dispatch Course at College of the Redwoods began for the fall semester on August 29, 2005. Lisa Morrison is attending. The course is 120 hours and completes on December 14, 2005. Communications Manager DeeDee Wilson coordinates the course. This year, DeeDee is mentoring a number of new dispatcher instructors and assisting them in developing their instructor skills. The new dispatcher instructors include Michelle Olson and Samantha Hart along with two dispatcher instructors from Arcata Police Department and one from the Humboldt County Sheriff's Department. DeeDee also teaches the block of instruction on Missing Persons and facilitates the final Telephone and Radio Scenarios. Dispatcher Supervisor Danah DeVries is an instructor for the course in Critical Incidents and the combined block of Community Oriented Policing, Gang Awareness, and Cultural Diversity. Danah is also mentoring new dispatch instructor Jenifer Hanson.

Communications is currently operating with 2 open dispatch shifts (this includes the position that is held by the dispatcher who is still in training) that are being covered in part by part time dispatchers and continued overtime worked by the full time dispatchers.

Interviews for dispatch applicants were held on September 22, 2005. We are completing backgrounds on those interviewed and hope to have someone hired soon.

Danah DeVries and DeeDee Wilson completed the POST Master Instructor Development Program. This is a very prestigious year long program that certifies them as POST Master Instructors. Graduation was held September 30th, 2005 in Sacramento, CA. Captain Murl Harpham attended the ceremony along with Pam Powell who represented the City Managers Office and fulfilled her role as DeeDee's Older Sister. During the year long project they developed 24 hour courses that were presented at College of the Redwoods and these courses are now certified to be utilized elsewhere in the state. DeeDee's course "The Public Safety Dispatcher's Response to High Profile/Critical Missing Person Cases" was presented August 23-25th, 2005. Michelle Olson, Heather Gillespie, Lisa Morrison, Jenifer Hanson, Miranda Chase, Keziah Moss and Ashley Ipock attended the course along with dispatchers from San Diego Sheriff's Department, San Francisco Police Department, Santa Rosa Police Department, Yuba City Police Department, Yolo County Communications and local area agencies. Senior Detective David Parris was a guest speaker at the course and detailed the Karen Mitchell Case. Dave got great reviews and provided excellent information to the students. , Danah's course "Tactical Dispatch Update" was presented September 13-15th, 2005. Michelle Olson, Jenifer Hanson, Tawnie Hansen, and Liz Schallon attended along with agencies from the Bay Area and local agencies. Danah's course focused on "the other side of the radio" meaning that dispatchers were given training on what goes on in critical incidents out in the field. They participated in a Simunitions Scenario, the Forced Options Simulator and received instruction on Weapons of Mass Destruction and SWAT Command. Danah facilitated the course and taught sections on Tactical Dispatching and Stress. Danah utilized several subject matter experts from around the state to provide information in different sections of her course.

The Communications Center made it through another "Vacation Season" short staffed. Communications Manager DeeDee Wilson assisted in covering vacations reducing her availability for Administrative Assignments. The Part-Time Dispatchers, in some cases worked over 40 hours a week and the Full-Time dispatchers, worked overtime to get everything covered. The employees of the Communications Center, as elsewhere in the Department, continue to go above and beyond to help each other get the time off they need and provide excellent service to the Community and other Agencies.

TRAFFIC

During this quarter injury traffic collisions have decreased **58%** from last year. Total collision reports have decreased **31%** over the last year (515 this year compared to 745). Citations for hazardous moving violations have decreased 7.8% (from 1981 to 1827 this year) and arrests for DUI have increased **18%** (from 188 to 222 this year).

TRAFFIC ANALYSIS SUMMARY

	This Quarter	Year-to-date
Total collisions	237	515
Total collisions involving fatality	3	3
Total collisions involving injury	89	204
Total DUI collisions	15	43
Total bicycle collisions	9	25
Total pedestrian collisions	11	20
Total citations	705	2112
Enforcement index (should be 25-30)	9.5	9.3
Enforcement index is hazardous citations + DUI arrest / fatal + injury collisions.		

TRAFFIC SAFETY GRANT

During this quarter we held five Street legal Drag races. The Street legal race program is still very successful and we continually receive positive comments from members of the community.

We held one DUI checkpoint, eleven seatbelt patrols and two DUI patrols.

During this quarter Office Wayne Cox received an award from the Office of Traffic Safety for his efforts in reducing the illegal street racing within our city.

The Office of Traffic Safety also awarded us another traffic grant worth over \$300,000.00. To my knowledge this is the largest traffic grant that has ever been awarded to the Eureka Police Department.

TOP 3 LEADERS

Collision locations

14 th . & I	3
4 th . & C Street	3
Del Norte & Broadway	3

Primary collision factors

Right of Way	36
Unsafe Start/Backing	25
Unsafe Speed	21

Violations most commonly cited

Signs & Signals	546
Unsafe Speed	503
Seatbelt	244

TRAINING

With the hiring of Ron Waters as a full time employee of C/R, the duties of the Training Coordinator for the Department have now become additional duties of Lt. Len Johnson of Operations and Mary Kirby, Administrative Services Assistant. Together they are determined to continue to find the necessary coursework for each sworn and non sworn employee, according to their individual requirements.

July through September, 2005 Training Summary

Class Title	Ending Date	Course Hours	Certified by	Student Count	Student Hours
Parole Leads	07/07/2005	4		4	24
Sexual Harassment for Supervisors	07/07/2005	2		8	16
Narcotic Canine Training/Certification	07/08/2005	8		2	16
Domestic Violence Update	08/31/2005	2	POST	38	76
Fear and Anger	08/31/2005	2	POST	41	82
Animal Behavior Training	07/24/2005	5		1	5
Armorer School	08/05/2005	40		5	200
TMS Millennium Training	08/17/2005	8		2	16
Crime Mapping and Analysis Program	08/26/2005	40		1	40
PSP Driving Skills	08/23/2005	8	POST	4	32
CPR Update	08/29/2005	4		34	68
First Aid	09/02/2005	8	POST	34	272
Tactical Operations Conference	09/16/2005	40		2	80
Canine Handler Course	10/14/2005	160		1	160
Civilian Management Seminar	09/30/2005	40		1	40
TOTAL – 15 Courses				178	1127

Staffing shortages are adversely affecting the amount of mandated and necessary training we are required to provide to each officer. Not only do we have to limit how many officers are sent to training, but both the length of time away and the distance away are considerations that determine who is able to attend training. Mandated, necessary training is important in reducing liability issues that may affect the entire City.

VOLUNTEER ACTIVITY AND OTHER DONATIONS:

Our Volunteers continue to serve the Department with enthusiasm and generosity. All the volunteers worked a total of 905.25 hours between July and September, logging over 2149 miles. The Volunteer Patrol Program, which depends on donations to operate, received \$405 between July and September. We have a lot of friends in the Community who very generously continue to support the services of our Volunteers and the programs they assist with.

Long term volunteer Marge Salo, who has been so valuable to the Chief's office and other sections of the Department when needed, resigned for medical issues after volunteering 2074 hours over a 4 ½ year period. She will be greatly missed, as she contributed greatly by working hard and maintaining a friendly presence. She was a favorite person in the Department and will be difficult to replace.

This quarter, the Department has placed several recruitment ads for volunteers who may be interested in the volunteer patrol, RUOK program, Chaplains program, clerical volunteers for various sections in the department and anything they think they could bring to the Department. The low staffing levels the Department is suffering from make it urgent to attempt recruitment of all kinds to assist the Department in day-to-day activities.

COMMENDATIONS RECEIVED:

- To Officer Greg Hill from Kent Bradshaw of Humboldt County Office of Education, to commend him for his well-received presentation to his class and being such a good representative for EPD.
- To Property Technician Terry Christensen from Jerry Hurley to thank her for mailing him his wallet when it was lost in town on a visit he had here.
- To Captain Murl Harpham and Reserve Officer Jim Manos from Monica Poole to thank them for removing unwanted subjects from her block.

- To Lieutenant Len Johnson from Sheriff Gary Philp to express appreciation for the cooperation and good work our Agencies are able to perform together.
- To Chief David Douglas from Mary Smith, Main Street, to thank him for the police presence at the 4th of July festival.
- To Officer Danny Kalis from Francine Town, for helping to locate and return safely to their home an elderly border who went for a walk and got lost.
- To Captain Murl Harpham and Public Information Officer Suzie Owsley from Joe and Ann Marie Holcomb for conducting their Neighborhood Watch meeting and for their interest and support.
- To Officers Gary Whitmer and Greg Hill, and all the officers who respond to their store, from Curtis B. Keller, Target Senior Assest Protection Specialist, for the assistance he received from the Officers during the apprehension of a shoplifter.
- To Officer Wayne Cox from Detective David Parris for his thoroughness and dedication to a case involving a vehicular manslaughter case.
- To Officer Louis Altic from Juanita Villareal to let him know he is a good person and a good officer.
- To Captain Murl Harpham from Willie and Royal McCarthy to thank him for taking care of some nuisances and suspicious activity in their neighborhood.
- To Officer Mike Quigley from Jeff Cozad to commend him on his courage and restraint during a very dangerous situation.
- To Sergeant Patrick O'Neill from Supervising Probation Officer Vikki Bernstein for his professionalism, patience and discretion in dealing with an individual.
- To Animal Control Officer Rob Patton from Kathleen Becker, thank you for allowing the neighbors in her area the time that was needed to deal with a peacock that was causing concern in her neighborhood.
- To Chief David Douglas, Captain Murl Harpham and Public Information Officer Suzie Owsley from Jimmy Smith, 1st Distric Supervisor who thanks them for taking on the challenges to make our lives safer and better.
- To Public Information Officer Suzie Owsley from Linda Isaac, Administrator, Halo Haven, to commend the good work she performed when she came to the Halo Haven for a community services visit and presentation to the consumers.
- To Police Records Specialist Alisa Cudney from Sher Kelly, for all her help that enabled her to get the job she wanted.
- To Officer Gary Whitmer from Pete Brodruer to thank him for saving his life.
- To Police Service Officers (in Vehicle Abatement) Jack Spittler and Chuck Taylor from Shirley J. Martinez who said there aren't enough words to them for their services.
- To Captain Murl Harpham from Eureka Target Assets Protection for support in removing the abandoned vehicle from the parking lot.
- To Reserve Police Officer Butch Manos from Kathy Srabian to thank him for having her stolen car returned to her.
- To Administrative Services Assistant Mary Kirby from Kim Greene to thank her for helping to locate her long lost brother.
- To Officer Mike Quigley from Susan Adkins to thank him for not only a job well done but for going out of his way to assist her.
- To Reserve Police Officer Butch Manos from Linda Sellars, to thank him for taking care of her problem.
- To Senior Detective Dave Parris from CasSWEC Project Coordinator Serenity Bowen to thank him for assisting in the support and training on safety in the field of future Child Welfare Workers.
- To Police Services Officer Jeff Linneweh from Jim Craig to thank him for cleaning up all the hypodermic needles.
- To Chief David Douglas from EPD Volunteer Lisa Yancheff to thank him for the opportunity to work in the Department over the summer.
- To Captain Murl Harpham, Sgt. Mike Johnson, and Officers Todd Wilcox and Rob Metaxas from Garry Eagles, Ph.D., of the Rotary Club of Eureka to thank them for the presentation on the Department's SWAT training and activities.
- To Captain Murl Harpham from Jerry Droz, to let him know he appreciates all the Captain is doing.
- To Chief David A. Douglas from Fortuna City manager Duane Rigge, to thank the EPD for providing assistance and leadership during a Fortuna hostage/suicide case.
- To temporary Senior Dispatcher Tawnie Hansen from Lt. Mt. T. Downey, Commander, Humboldt County Sheriff's Office, to thank her for her assistance and level of expertise and professionalism she contributed to SO's oral boards for Dispatcher candidates.
- To Eureka Volunteer Patrol 's Terry Long from City Environmental Planner Lisa Shikany to extend sincere thanks for assistance of Patrol during herbicide application project at PALCO Marsh.
- To Eureka Volunteer Patrol from John Moon who thanks them for patrolling his area.
- To Officer Steve Watson from Thomas Jay to extend his appreciation of his professional conduct, which speaks highly of his character, training and Department.
- To Chief David A. Douglas from Jerry Droz to thank him for the promptness and diligent handling of a nuisance site.
- To Chief David A. Douglas from Deputy U.S. Marshal Brad Gill for the support and Department participation in

“Operation Neighborhood Watch” sex offender compliance checks.

- **To Chief David A. Douglas, Dispatcher Becky Schuette, Sgt. Jim Armstrong, Detective Neil Hubbard, Officer Cindy Manos, and Police Services Officer Cyndi Sundquist from Humboldt State University Police Chief (Interim) Thomas Dewey, to express thanks and appreciation for the swift, professional and thorough investigation of our agency regarding a missing student investigation.**
- **To Lt. Tony Zanotti, SWAT Leader Bill Nova, SWAT and Patrol Rifle Team Members Ron Harpham, Mike Johnson, Brian Stephens, Tim Jones, Robert Metaxas, Mike Guy, Todd Wilcox, Rocky Harpham, Rodrigo Reyna Sanchez, Terry Liles, Louis Altic and Danny Kalis, Crisis Negotiation Team Members Lynne Soderberg, Kris Mechals, Erin McBride, Mary Kirby, and A.J. Bolton from Fortuna Chief of Police Kris Kitna to thank EPD for assistance and successful conclusion to a hostage crisis in Fortuna.**

PERSONNEL APPOINTMENTS, TRANSFERS, PROMOTIONS, RESIGNATIONS, AND RETIREMENTS:

Appointments:

Ashley Ipock – Communications Dispatcher

Liz Schallon- temporary Communications Dispatcher

Special Assignments:

Officer Cindy Manos assigned to the ABC Grant position on an Alcohol Beverage Control Multi-Agency team.

Lts. Tony Zanotti and Len Johnson rotated assignments. The Lieutenants will co-command the Patrol Section, and each will have primary responsibilities for special duties.

Officer Brian Stephens is assigned to the Humboldt County Drug Task Force.

Resignations, Retirements, Separations:

Officer Jon Poletski to accept employment with Redding PD

Officer Mike Guy to accept employment with PG&E

Officer Bob Martinez to accept employment with Arcata PD

Officer John Turner - retirement

Dispatcher Liz Schallon - resignation

Civilian Volunteer Marge Salo - resignation



BRAGGING RIGHTS!



Communications Manager Dee Dee Wilson and Senior Communications Dispatcher Danah DeVries recently completed the final phase of the year long Master Instructor Development Program (MIDP). To complete the program required commitment, a willingness to devote a significant amount of personal time to mastering the competencies required in the program, and development and delivery of a new course which meets a local or statewide need. Completing the MIDP is a major accomplishment. Their formal graduation held on September 30 in Sacramento provided an opportunity to recognize their efforts. The Eureka Police Department is especially proud of their statewide contribution to the successful education of upcoming Dispatch trainees.



Detective Curtis Honeycutt recently completed extensive course work at the Robert Presley Institute of Criminal Investigation in the specialized area of Homicide Investigation. This course work is designed to improve the effectiveness of investigators through relevant, high-quality training.. Each participant selected a specialized course (usually 40 hours) and three additional elective courses that relate to that specialty. The ICI courses use the adult experience-based techniques of learning, and the investigators are challenged through the use of realistic and practical application. Successful completion of the course work, within the time frame allowed, represents a substantial work effort

on the part of the individual investigator. Curtis completed this course successfully and holds the POST Robert Presley Institute of Criminal Investigation Certificate in Homicide Investigation. Curtis is the only officer in Humboldt County to have successfully obtained this prestigious certificate.



This year the Western States Police and Fire Games were held in Reno, NV. There were approximately 9000 competitors, competing in events ranging from Angling to Track and Field to Surfing.

This year the Pelican Bay Shooting Team, comprised of Bob Saylor (Pelican Bay State Prison), **Tim Jones (Eureka Police Department)**, Phil Cicero (Jackson County, OR Sheriff's Department), Aaron Davis (Albany, OR Police Department) and Dennis Duncan (Pelican Bay State Prison) journeyed to Reno to take part in the Games. Bob, Tim, Phil and Aaron competed in the Police Action Pistol shooting event and Dennis took part in the Small Bore and High Power shooting events.

The pistol team shot several challenging courses of fire, both individually and as a team. The stages were designed to test the shooter's speed and accuracy, shooting both steel and paper targets against a timer. Shooters were given classifications based on the past year's performance and then their scores compared to others in that same class. Medals were awarded by class. There were 139 pistol shooters in attendance this year, down slightly from past years.

The team had a respectable year. Davis won a bronze medal for his performance in the individual pistol competition and Duncan won the silver in the Small Bore rifle competition. **To top it off, the pistol team won the gold in their class.**

This venture would not have been possible if were not for the support of the local and international sponsors. Companies such as Vihta Vuori, Lapua and West Coast Bullets that supply equipment are critical to the success of the team. Thanks goes out to the departments for making time for their officers to travel and represent their agencies. With the success of the team in the past and present, all the agencies are being well represented.





The Award for Traffic Safety Excellence was presented to the Eureka Police Department recognizing the efforts of Officer Wayne Cox for “Going Above and Beyond”.

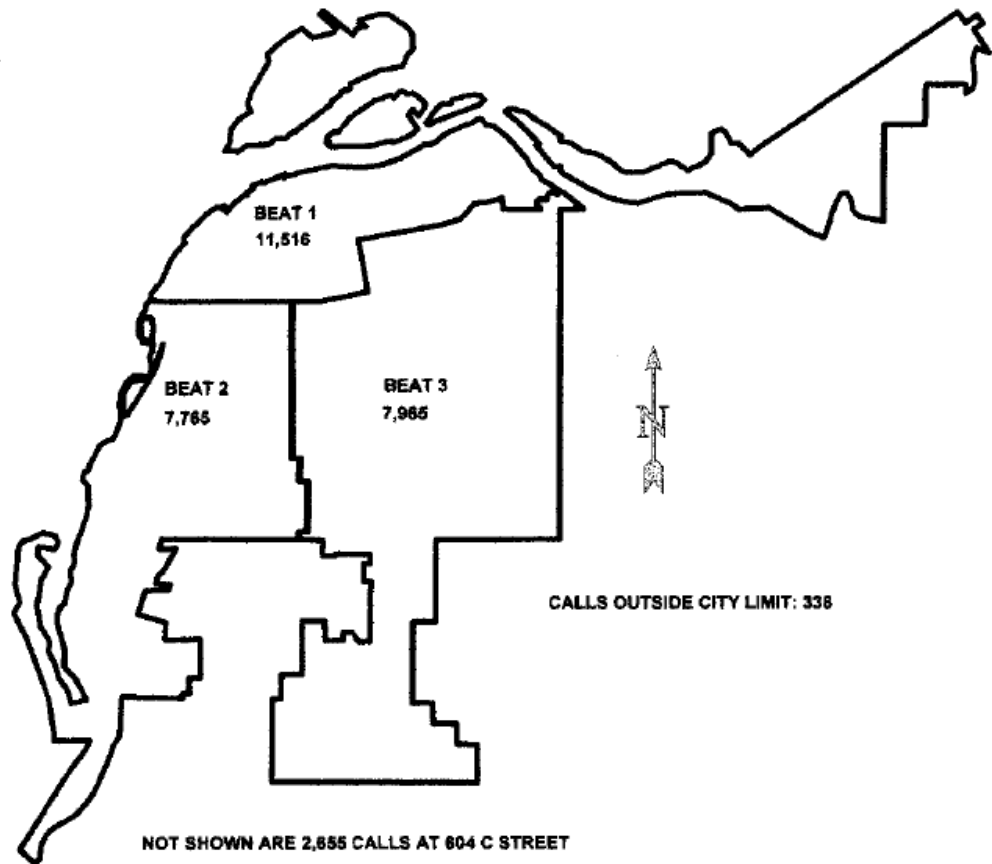
Officer Cox has been assigned to the Traffic Division for nearly four years and, during our OTS grant period(s), has been primarily responsible for the overall operation of several DUI Checkpoints, special DUI operations and patrols, and has consistently led the department (and the county) in hazardous citations. These facts alone would have prompted me to nominate him for this prestigious award, but it is his dedication and commitment to our “Street Legal Drags” program that stands out, to me, as his greatest accomplishment.

In 2001, illegal street racing began plaguing our marina district, much as it did in several other communities across the nation. Later that same year, a pedestrian was killed by street racing participants and the complaints of illegal street racing were becoming overwhelming. In an attempt to alleviate the problems associated with illegal street racing, Officer Cox asked if he could work with the local drag strip in an effort to provide an outlet for those interested in racing. I authorized him to do so, and his actions and dedication have led to an outstanding program.

Officer Cox worked closely with the Humboldt Del-Norte Timing Association, the group that organizes NHRA sanctioned drag races at the Samoa Dragstrip, and began promoting the “Street Legal Drags” events. The events are free of charge and feature raffles to race against police officers. Each event is attended by 80-125 participants and hundreds of spectators. On his own time, Officer Cox developed a drag racing team, aptly named “Black & White Motorsports”, and brings his motorcycles to the events to “race the kids”. He has invested an enormous amount of personal time in this program and has forged an excellent relationship with the community, the media, and the racers in our community. Not only has this program effectively eliminated the illegal street racing problem, it has made the streets of our community safer and has bridged the gap between our police department and a large portion of our community.



**EUREKA POLICE DEPARTMENT
CALLED FOR SERVICE BY BEAT
JAN 1 - SEPT 30, 2005
(Direct from CAD extracts)**



CITY OF EUREKA
PUBLIC WORKS/BUILDING DEPARTMENT
Quarter Report
July to September 2005

BUILDING DEPARTMENT

The 3rd quarter valuation of \$6,103,005.43 is up from last years 3rd quarter valuation of \$5,850,910.40 by 4%. The Building Division issued 296 permits for the quarter. Staff conducted approximately 1,279 inspections 43 plan reviews, and investigated 52 new code enforcement complaints. During the quarter 21 code enforcement cases were resolved.

Permit Type Totals			
	No. of Permits	Valuation	Fee's
Commercial	3	\$ 502,999.20	\$16,562.51
Demolition	7	\$ 0.00	\$ 477.60
Electrical	34	\$ 5,500.00	\$ 2,079.92
Improv. Commercial	24	\$ 431,766.19	\$25,793.28
Improvement Residential	93	\$ 945,260.78	\$27,017.69
Mechanical	14	\$ 0.00	\$ 563.05
Misc.	2	\$ 10,000.00	\$ 192.25
Multi-Family	0	\$ 0.00	\$ 0.00
Plumbing	23	\$ 0.00	\$ 939.00
Redevelopment	1	\$ 32,593.00	\$ 475.81
Re-roof Commercial	7	\$ 843,971.00	\$ 4,454.33
Re-roof Residential	69	\$ 496,042.00	\$10,174.36
SFD or Duplex	10	\$1,199,933.26	\$21,163.26
Signs	5	\$ 18,300.00	\$ 1,088.98
T.I.	4	\$ 116,640.00	\$ 3,093.14

Quarter Summary					
	July	August	September	Quarter Totals	Last Years Totals
Permits ISSUED	110	87	99	296	333
Permits FINALED	86	87	79	252	242
Valuation	\$2,078,360.62	\$1,348,796.10	\$2,675,848.71	\$6,103,005.43	\$5,850,910.40
Inspections Performed	407	435	437	1,279	1,315
Plan Reviews	12	12	22	46	49
Redev. Permits ISSUED	1	0	0	1	4
Redev. Permits FINALED	0	0	0	0	5
Redev. INSPECTIONS	7	9	10	26	33

Code Enforcement					
	Jul	Aug	Sep	Totals	Last Years
Complaints OPENED	19	22	11	52	48
Complaints CLOSED	9	8	4	21	39
Chronology Actions	80	83	58	221	515
# of permits	3	2	4	9	15
Investigation Fee's	\$1,567	\$803.03	\$768.80	\$3,138.83	\$1,480.27

Vacant and/or Boarded Buildings

Vacant and/or boarded building monitoring inspections were conducted in September in conformance with Eureka Municipal Code §150.095. Eleven (11) buildings/properties were inspected, three (3) remain on the list with no action taken to improve the properties and a monitoring fee of \$200 was assessed to each property owner. One vacant property was added to the list and a Notice of Inclusion was mailed to the property owner. Seven (7) owners took positive action to improve their property and those seven have been removed from the list.



1105 McCullens
Monitoring Fee Assessed



3438 Summer Street
Permits issued
Case closed



1016 G Street
Repairs in progress and building
occupied.
Case closed



2154 Albee Street
Currently occupied
Case closed



3524 G Street
Demolition complete
Case closed



30 W. 4th Street
Permit application submitted



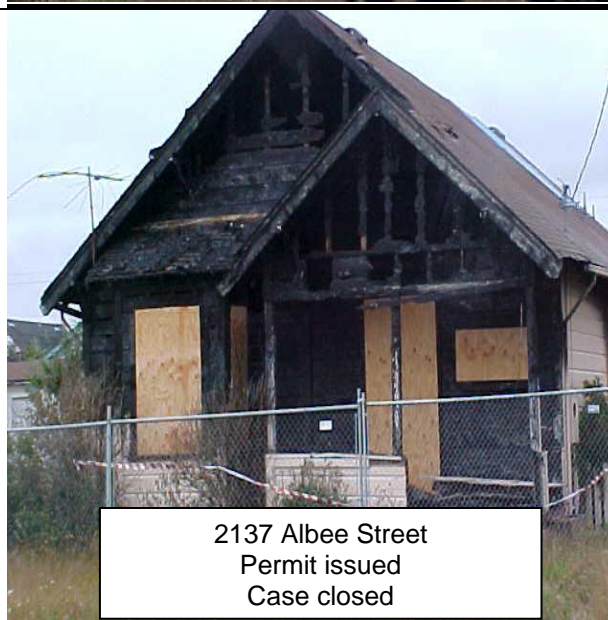
428 Eighth Street
Permits issued
Case closed



3015 I Street
Monitoring fee assessed



1522 Third Street
Plans submitted for repairs



2137 Albee Street
Permit issued
Case closed



Commercial Projects of Interest

Address	Owner	Type	Valuation
2500 Sixth	Humboldt Bank	New Metal Building "Harley Davidson" Showroom	\$1,300,000.00
803 California	Stone, J	4-Plex	\$202,999.20
425 Snug Alley	Jones, R	R and R Windows and Reside Building	\$32,000.00
914 M	Brown, M	Convert Studio #4 into a 1 Bedroom Unit	\$10,000.00
3954 Jacobs	Johnson Ranches	Expand Retail Area for the "The Farm Store"	\$31,000.00
1723 Broadway	Heer, S	1346 Sq. Ft Mini Mart	\$62,279.42
2440 Sixth	Humboldt Bank	T.I. for Umpqua Bank	\$175,000.00
220 First	Andrews, M	Structural Repairs	\$47,000.00
804 Third	Hanson, r	Remodel Interior	\$105,000.00
416 E	Humboldt Partners	Addition to George Peterson Ins Building	\$50,000.00

2379 23 rd	Eureka Medical Complex	Office Remodel	\$85,000.00
Grotto & Henderson	Hirsch, J	R&R Windows and Doors	\$48,000.00
619 Second	Rynecki Properties	R&R 100 Windows Around Main Floor Offices	\$69,025.00
2700 Dolbeer	Goosens, J	T.I. on Existing Modular	\$80,640.00
330 Broadway	Skyward Engineering	Storage Racks – Bed, Bath and Beyond	\$23,500.00

Residential Projects of Interest

Address	Owner	Type	Valuation
2315 I	Newby, G	Convert Guest Cottage to a 1 Room Apartment	\$20,000.00
1826 Second	Ellsworth, C	Convert Addition to Secondary Dwelling Unit	\$70,750.00
3205 Central	Bonner, J	Convert Attic to Habitable Space and Remodel Kitchen	\$15,000.00
605 Humboldt	Ryan, P	Remodel	\$21,000.00
3416 Pine	Carlisle, D	Remodel	\$30,000.00
2531 I	Lodther, H	Remodel	\$30,000.00
717 Everding	Walashek, L	Add an Art Studio	\$40,000.00
2121 C	Snedeker, S	Second Living Unit	\$86,169.60
3404 G	Taylor, M	Remodel	\$20,000.00
2326 Pine	Lovel, A	Remodel & Add Bedroom	\$56,000.00
2835 Albee	Preciado, J	Addition of 369 Sq Ft	\$22,830.72
811 O	Ogan, C	New Garage 23x23 & Second Story Above for Storage	\$37,405.59
1731 Sunny	Brown, S	Remodel – Add 154 Sq Ft of Footprint	\$32,378.88
3304 H	Johnston, L	Repairs/Renovation	\$35,593.00
2609 U	Bode, R	New SFR (2406 Sq Ft)	\$169,508.64
929 P	Zizza, P	New SFD	\$127,999.81
707 Stewart	Smither, D	New SFD	\$90,780.07
3309 Williams	Strombeck, S	New SFR 1344 Sq Ft with 576 Sq Ft Garage	\$101,312.64
4705 Dickson	Pitlock, M	New SFR	\$274,761.44
440 Willow	Nelson, J	New SFR on Same Parcel as 436 Willow	\$123,943.20
3323 Jay Ln, #B	Rose, B	2 nd Dwelling Unit	\$50,688.66
3303 Williams	Strombeck, S	New SFR 1344 Sq Ft with 576 Sq Ft Garage	\$101,312.64
4160 Morgan	Belcher, J	New SFR with Attached Garage	\$149,626.16

Unreinforced Masonry Buildings

Of the 55 potential unreinforced masonry buildings identified in 1990, ten remain on the City's unreinforced masonry building and are required to complete a seismic upgrade in conformance with the City's ordinance entitled "Earthquake Hazard Reduction in Existing Buildings."

This quarter the Eureka City Council approved five property owners request for a time extension to complete a seismic upgrade in conformance with the ordinance. Each of the five property owners are working with an Engineer to develop plans, specifications and contract documents for a seismic upgrade and have a project schedule developed and approved by Council.

Of the remaining five properties, the City of Eureka is scheduling demolition of the building at the Foot of J Street as part of the Waterfront Extension Project. The building at 325 2nd Street is vacant and actively offered for sale. A new owner will be required to upgrade the building prior to occupancy. The owner of the 525 F Street is working with Penfold Engineering and intends to submit for a time extension in the near future. Two property owners who have not responded at this time are being referred to the City Attorneys Office for further action.

PUBLIC WORKS ADMINISTRATION

The Public Works Administration Office has addressed numerous service requests, facility rental inquiries and contracts. The fall months mark the beginning of the new concert season which has generated increased interest in the Municipal Auditorium in October. The following rentals took place during the 3rd quarter of 2005:

9 rentals at Cooper Gulch (This does not include the recreation programs)
22 rentals at park facilities

Staff continues to focus on the most intricate details in preparing and updating the new website.

UTILITIES OPERATIONS DIVISION

Laboratory

- In July the laboratory participated in proficiency testing for potable water. All results submitted were correct. This is required by ELAP (Environmental Laboratory Accreditation Program) in order to maintain our certification.
- The annual sampling event for influent, effluent and primary sludge was conducted in August to satisfy our NPDES permit requirement.
- In August the laboratory also participated in proficiency testing for wastewater parameters. One of the results submitted was incorrect. This is required by ELAP (Environmental Laboratory Accreditation Program) in order to maintain our certification. Corrective actions have been submitted to the proper regulatory agency and another proficiency sample will be analyzed to demonstrate that the procedure is correctly followed for routine samples.
- The laboratory participated in the Redwood Community Action Agency (RCAA) first flush study, dry event, in August by conducting fecal coliform analyses.
- The laboratory submitted results for the Discharge Monitoring Report Quality Assurance Study (DMR-QA study 25) in September. This fulfills a requirement for our NPDES permit.

- Laboratory staff participated in the CWEA Northern Regional Training Conference laboratory session held in Redding during September.

Wastewater Treatment Plant Operations and Maintenance

- Biosolids land application is on-going with a goal of one million gallons to be applied.
- The California Energy Commission and the City have undertaken an energy conservation study. Variable speed drives on several pumping station pump-motors and on the treatment plants trickling filter pump motors are being considered. Additionally, the study is investigating alternative systems for the treatment plant cogeneration system. The report is due in October.
- FKC Company, suppliers of dewatering equipment, performed an on-site demonstration/study of there screw-press. This was an initial step in the City's project to construct a biosolids dewatering facility at the treatment plant.
- Senior Utility Worker position was filled with the hiring of Randy Thrash. We are currently recruiting for a vacant Utility Worker I / II position.

Water Treatment Plant Operations and Maintenance

- The new elevated water storage tank at Harris and K Streets was put in service. The old tank was demolished. Operations and maintenance staff fine tuned the new tank pump controls. Additionally one of two 75 hp motors that run the tank feed pumps was removed, rebuilt, and replaced.
- Staff met with the consultant and the city team members to compile a design proposal for the upgrade of the Ryan Slough boost station. The first phase of the project will be the replacement of the electrical motor control centers.
- Staff is working on the 2005 upgrade of the City's Urban Water Management Plan. The goal is to have it ready for review by the end of October.

Pretreatment

(Permitted Industries)

Thirteen pretreatment facility inspections and wastewater samplings were conducted at Eureka businesses. One new five year Wastewater Discharge Permit was issued for an oil water separator at a Eureka business. Regular pretreatment facility inspections are performed by the City to monitor and ensure compliance of all permitted businesses.

(Non-Permitted Industries)

Pretreatment staff also conducts inspections of non-permitted industries in order to identify any new industrial dischargers. One inspection of a non-permitted business was performed. Five grease interceptors and traps were inspected for fats, oil, and grease (FOG).

(Other Business)

The City's Pretreatment Program was inspected by Tetra Tech, Inc. for the Regional Water Quality Control Board (RWQCB) on September 20, 2005. There were no major deficiencies found with the City's program.

STORMWATER DIVISION

Engineering firm Winzler and Kelly, along with Public Works staff is working on finalizing the City's Phase II National Pollutant Discharge Elimination System (NPDES) Storm Water Management Plan (SWMP) for approval by the North Coast Regional Water Quality Control Board (Regional Water Board). The SWMP is being developed to comply with the federal Storm Water Phase II Final rule (Phase II Rule), which requires

operators of small municipal separate stormwater sewer systems (MS4s) to obtain a NPDES permit. The Phase II Rule automatically requires compliance for small MS4s that are located in urbanized areas as defined by the Census Bureau and which are not already permitted under the Phase I program. The City of Eureka was automatically designated by the US EPA due to meeting the “urbanized area” criteria.

Previously the City had submitted a draft SWMP to the Regional Water Board for review and comment. Comments from broad staff were received earlier this year and will be incorporated into the final SWMP. To achieve the tasks proposed in the SWMP, additional activities will need to be implemented by existing staff and/or contracted personnel.

Public Works staff continues to meet monthly with representatives of various agencies also involved in the effort to improve storm water quality. This group is known as the North Coast Stormwater Coalition, working together to develop public outreach programs and educational materials.

STREETS/ALLEY DIVISION

The onset of dry weather allows this division to accomplish tasks that can’t be completed during wet periods such as: street and culvert repairs, alley maintenance, and street markings painting.

Forty tons of asphalt was applied on City streets to repair potholes, replace deteriorated street sections and improve street surfaces.

The street painting crew repainted 16,120 feet of bike lane markings; 7,000 feet of stop markings; stop bars and crosswalks; and 500 feet of red curbs. All school crossings zones and crosswalks were repainted prior to the beginning of the school year. The Police Department parking lot was also repainted during this period.

A total of 220 feet of storm drain culvert pipe was replaced in preparation for the wet weather. This new pipe replaced deteriorated and/or defective existing storm drain pipe which was determined to be inadequate and most in need of replacement. Storm drain inspections and cleaning was initiated during the latter part of this quarter in preparation for the wet weather season.

WATER DISTRIBUTION DIVISION

Water Improvement 2005 Project was completed during this quarter, which replaces older water mains, valves and water services. The older water mains and apparatus which are replaced had been prone to failures and this replacement project will provide more reliability for the City water customers.

Water distribution staff worked with CalTrans, City Engineering staff and private contractors with issues pertaining to the City’s water system during the 5th and R Street improvement project. The work included the installation of new water valves and fire hydrants.

Distribution staff worked with other City staff to accomplish the draining of the old high water tank prior to demolition. The work required thorough planning and coordination due to the fact that piping configuration did not allow for the tank to be drained without a loss of water pressure in the high pressure zone. Field crews did an outstanding job overcoming several unforeseen obstacles to complete this task.

Also during this quarter, the water division took advantage of the dry weather to replace temporary ditch line patches with permanent asphalt patches. Three (3) new fire hydrants were installed, thirty-two (32) existing

water services were replaced with new services, and seven (7) new water services were installed to customers. The City water system experienced seven (7) main line failures requiring emergency repairs.

WASTEWATER COLLECTION DIVISION

Collection Division staff have been assisting Engineering and the City's contractor to complete the Sewer Improvements 2005 Project. The project includes replacement of older sewer mains, laterals and manholes to improve the collection system infrastructure.

Collection and City Engineering staff work together to determine the exact location and provide access for a contract work crew to test the cathodic protection for the cross town wastewater interceptor. Cathodic protection helps to prevent corrosion and rusting to prolong the serviceable life of the pipe.

A new wastewater lift station was installed between Third and Fourth Streets on Y Street. The lift station was designed to better handle the wastewater flows in this area which previously flowed under Highway 101 to the Hill Street pump station. The section of pipe running under the highway and slough had been prone to problems that required substantial maintenance activities. The pump station will eliminate this crossing and will also re-route wastewater from a high volume pump station.

The O Street lift station had some positive additions during the quarter with the installation of a new computerized control system. The new control system will be more reliable. Additionally, a contingency overflow containment system is currently being installed to provide storage capacity. This will help prevent potential sanitary sewer overflows related to large rain events.

Other work activities included the installation of eight (8) individual sewer laterals to various parcels around the City; 30,250 feet of mains were hydraulically cleaned; and 10,500 feet of mains were treated for root removal. Closed circuit televising was performed on 4,000 feet of mains for inspection purposes and possible repair of potential problems.

EQUIPMENT OPERATIONS DIVISION

Five (5) new police patrol sedans were delivered by Harper Motors as part of the annual replacement program. This entails outfitting the new sedans with equipment such as: red lights/siren, computer terminals and protective cages. When the equipment installations are completed, the new sedans will be rotated into the fleet with the removal of the highest mileage vehicles.

Fire trucks and engines are being outfitted with Opticom emitters, automatic signal light changers. This will allow the operators of these pieces of equipment to manually change signal lights to green to allow for better response times and greater safety.

Equipment operation staff is also upgrading the existing computer communication systems in the current police patrol sedans to provide a more reliable and efficient communication system.

Equipment Operations also processed 295 additional repair orders during this quarter.

PARKS/MAINTENANCE DIVISION

Sequoia Park

Landscape hedges throughout the Zoo were lightly trimmed and the planter beds raked clean. The turf grass areas are mowed and edged each week. Park staff has received many compliments from the public this summer regarding the high quality of landscape maintenance at the Zoo.

The Sequoia Park Garden is still looking great and should continue to flower through October. The Blue Ageratum around the wishing well has been popular with garden visitors. With the cool summer, the Dahlias have been a little slow in growing; however, they are now flowering well and should continue providing a colorful display for another month or so. The Cosmos growing along the W Street sidewalk are nearly five feet tall and look great out in front of the garden and zoo. The combination of Watercolor Memories Phlox and Great Lady Marigolds in the main garden beds have been beautiful all summer and seem to be appreciated by the public.

A new City of Eureka Parks and Playgrounds brochure has been developed to provide facility and services information to the public. The brochure features a photograph of Brooke DeWitt's last garden on the cover and several other views of facilities at Sequoia Park.

The Duck Pond area was trimmed and cleaned up. Floating limbs and debris were removed from the pond as much as possible. The main trail routes within the park were patrolled for litter and cleaned up as needed.

Park Facilities

Halvorsen Park was mowed, trimmed and cleaned in preparation for the annual Fourth of July celebration and fireworks show. Other summer season events included the Blues by the Bay Music Festival and for the first time, the Organic Planet Festival.

Park staff transported ten (10) wooden picnic tables from Carson Park to Woodley Island for the Humboldt Bay Maritime Exposition. The Bonnie Gool Guest Dock, Sacco Amphitheater and Halvorsen Park were all cleaned up in preparation for the event. Halvorsen Park was also the venue for Festival by the Bay, Woofstock dog celebration and the Cruz-N-Eureka car show.

At Cooper Gulch Park, the softball season ended and Park staff removed the outfield fencing to open the field for soccer league games. The league is responsible for the installation and maintenance of the large soccer goals. Volunteer maintenance work on the Disc Golf Course is helping to keep park trails clear of brush and debris. The Disc Golf Course remains a popular attraction for families and disc golf enthusiasts. The local club has hosted tournaments at the course that attracted large numbers of participants. The course always seems to be in use and has become a popular addition to the park facility.

Weed abatement work continued at many park facilities especially Highland Park and Cooper Gulch. Several City owned lots along Myrtle Avenue between 6th and 8th Streets were mowed and trimmed by Park staff to reduce the fire hazard presented by tall grass and weeds.

Hedge trimming work continued at all park facilities as an ongoing project. All park turf areas are being irrigated during the summer season and are being mowed and trimmed on a weekly basis. Irrigation systems were repaired at Carson Park, Myrtle Grove Cemetery and the Municipal Auditorium.

Carson Park recreation building was pressure washed to prepare for a painting service project by the Henderson Center Kiwanis Club.

At Highland Park, the south east corner of fencing at Glenn and Highland Street was hit by an automobile. About twenty (20) feet of fencing had to be repaired. The park's wooden fence had been damaged by vandalism and was also repaired.

Landscape Facilities

The Old Town Gazebo Square was washed down and the planters cleaned in preparation for the July 4th Festival. Several thousand people enjoyed the vendor booths and entertainment activities along Second Street from C to G Streets. The F Street Plaza and Boardwalk were prime locations for watching the fireworks display that night.

On Wabash Avenue, twelve (12) new street trees were planted to replace those damaged by vandalism or vehicle accidents. Vandalized tree stakes were also replaced.

The year old street trees on Wabash Avenue, Henderson/Broadway and at Hammond Park were watered by hand. Newly planted street trees throughout the City were also watered and broken tree stakes or ties replaced. Several street trees were pruned back off buildings or pruned up to improve traffic clearance. Along 5th Street, three (3) new street trees were planted to replace damaged trees.

Three damaged concrete trash receptacles in Old Town were rebuilt so they could remain in service. New tops, doors or liners were installed as needed.

At the Eureka Police Department, the landscape plants were trimmed and planter beds weeded and raked clean. The irrigation system was repaired and adjusted. Irrigation system repairs were also completed at the Municipal Auditorium.

Facility Maintenance

At City Hall, the installation of new redwood paneling in the Council Chamber's public seating area was completed. Oak trim was added to complement the redwood and to match existing counter materials. All of the public seating was removed so that the tile floor could be stripped, cleaned and refinished. The Council Chamber walls were also cleaned and waxed to enhance the paneling appearance. While the seating was being reinstalled, a wheelchair accessible site was designated and appropriately identified.

A new animal enrichment project was completed for Bill the Chimpanzee at the Sequoia Park Zoo. An old metal spiral staircase was partially dismantled and reassembled with platforms and handholds to facilitate primate use for climbing and observation. The new unit was installed in the front center of the exhibit. It was quickly adopted by Bill as a favorite place when he carried a burlap blanket to the top platform and spread it out to cover his new seating area. Several other maintenance projects were performed at the Zoo, including the annual cleaning and repair of the bear grotto pump.



Two new permanent power pedestals were installed at Halvorsen Park to serve large performance events such as Blues by the Bay and other music festivals. At the Sacco Amphitheater, all the broken and weathered roof panels were removed for public safety and to facilitate evaluation of the structure for long term rehabilitation.

A replacement traffic pole was installed at Harris and S Street after a collision knocked over and severely damaged the existing light pole. The traffic



controller at Harris and F Street was repaired and a collision damaged pedestrian pole was replaced at Buhne and H Street.

Ballfield lights were replaced as needed at Kennedy/Hartman fields and at Cooper Gulch Park. At the Adorni Recreation Center, the gymnasium wood floor was cleaned and refinished in preparation for the upcoming basketball season. The Bay Room at the Wharfinger Building was remodeled and carpeted to accommodate use as a rental facility. A new drinking fountain was also installed in the Wharfinger lobby.



The Old Town Gazebo fountain railing was rebuilt to meet current safety standards. The number of vertical pieces in the rail was doubled and the structure reinforced. Main Street and several business owners helped select the new color used to repaint the upgraded railing.

A new generator was installed at Fire Station #3 and a proper electrical ground added to the new antenna tower. At Eureka Fire Headquarters, the generator enclosure roof was completely rebuilt to improve weather resistance and enhance airflow around the emergency generators.

At the Corporation Yard, new windows were installed at the Superintendent's and Maintenance Supervisor's offices. A new flow meter was installed at the H Street lift station. New T8 florescent light fixtures were installed on the third floor of City Hall to improve lighting efficiency.

Harbor Facilities

At the Fields Landing Boat Yard, demolition work was completed on the 38 foot vessel "Bone Dry", the 34 foot "Elizabeth M", and the 49 foot "Klamath Queen". A total of six (6) derelict vessels were removed from the Eureka Public Marina, lifted from the bay at Fields Landing and demolished by Harbor and Parks personnel. The Streets Division Equipment Operator and Loader assisted with the project. City staff will continue boat demolition work on the 60 foot fishing vessel "Sitka" which was abandoned at the Harbor District facility. During demolition activity, waste oil and fuel are recycled by Chico Drain Oil Service and bilge water processed by the City of Eureka. Metal parts are being recycled or disposed of by Arcata Scrap and Salvage. Wood debris was hauled away in large disposal bins by City Garbage. Absorbent booms are deployed at the work site to protect the environment.

At the Eureka Public Marina, the 40 foot vessel "Dive Cat" sank at moorage. Harbor staff secured the site with an oil containment boom and notified the Coast Guard and California Fish and Game. Fortunately there was only a small amount of fuel leakage and Harbor staff was able to help the boat owner re-float the vessel. Other marina operation items included cleaning the waste oil recycle facility and cleaning the bilge pump oil/water separator system. All marina dock surfaces were pressure washed during the summer season. The F Street Plaza was pressure washed and the Boardwalk hosed off in preparation for the July 4th Festival. Harbor staff assisted Mercer Frazier in the movement and anchorage of the fireworks barge and transported the firing crew during the event.

Weed abatement work was performed along the Boardwalk, Waterfront Drive and Marina Way. Landscape maintenance was performed throughout the Marina and around the Wharfinger Building. The Dock B storage area was cleaned up and the Coast Guard Dock, Bonnie Gool Dock and Boardwalk were pressure washed.

Marina dock maintenance work included replacing missing nuts/washers throughout the Del Norte Street Pier, replacing burned out lights on several Marina dock power pedestals, re-nailing rubber dock bumpers, cleaning up old boating and fishing gear from all docks, and pressure wash brush scrubbing all dock walking surfaces.

The Eureka Public Marina Log Book is located on the Wharfinger Building public service counter and included the following comments from boaters.

<u>HOME PORT</u>	<u>COMMENT</u>
Victoria	Thanks for the great help and hospitality
Seattle	Great facility and great service and help from Don!
Peddler Bay, B.C.	Had a good time and met friendly people. Thanks.
Victoria	Great time, great people. Love the bikes. We'll be back after you get dredged out.
San Francisco	Very helpful staff. Good information. Really nice friendly team. Thanks!
Newport, OR	Great experience. Nice facility. Thanks for the hospitality.
Portland, OR	Enjoyed our stay in town very much.
Richmond, VA	So far great place! Thanks for the help!
Vancouver, WA	Fog, Bar what else.
Corvallis, OR	Maybe the best run marina I've been to. Super helpful staff with boat repairs. Very clean and well kept facilities! Thanks!
Colorado Springs, CO	Dolphin has been in the San Juan and Gulf Islands for about 4 years. Now Dolphin is making a trip down Pacific Coast. Eureka Public Marina is the nicest facility from B.C. to here. Thank you for great service.
Bayview, Idaho	Thanks, very helpful staff!

RECREATION DIVISION

Youth Programs

Summer Activities provided a wide variety of options for local youth. Summer Day Camps for the 6 -12 year old age group were hosted at the John Ryan Youth Center and Ross Park. Both programs were eight weeks in length and offered participants activities such as art and crafts, games, field trips and special events. Attendance at both camps was excellent. Ross Park was provided at no cost to participants. John Ryan Youth Center participants were charged a weekly fee. We offered 50% discounts to eligible participants. The discounts were made possible through Grant Funding which we received from Humboldt Sponsors, Humboldt Area Foundation and E Clampus Vitas.

A learn to swim program was offered at Eureka High School. The program included lessons for varying levels of swimmers as well as daily public and lap swims. Indications from Eureka City Schools are that the pool may be unavailable after next summer's program. The anticipated closure would result as the school district moves ahead with renovation and remodeling of Eureka High School.

Planning began for our 2006 Hoopsters Basketball Program. Registration forms have been distributed and the recruitment of coaches and team sponsors is underway. We expect up to 900 participants for the upcoming program. Employees will be hired and trained during the next two months. Games will begin in January.

Afterschool Program activities began in September at eight Eureka City School sites. This program has prospered in recent years and has become an integral part of our youth programming. The \$200.000 budget for this year's program is fully reimbursed by Eureka City Schools. Up to 300 students are served on a daily basis by the Afterschool Program.

Participation in youth programs exceeded 15,000 for the quarter.

Adorni Recreation Center

Special Events at the Adorni Center during the Quarter included Blues by the Bay, Coast Guard Ball, College of the Redwoods Dinner and Auction, and the R.S.V.P./Area 1 Agency on Aging Recognition Tea.

Our annual summer membership drive resulted in approximately 100 new members. Monthly membership totals averaged just under 200 during the quarter. Aerobics and weight room activities are the focus of most center members.

The Recreation Division sponsored a number of special classes at the Adorni Center during the past quarter. Yoga and dance classes proved popular. A week long volleyball camp was held in the gymnasium and was well received.

Adorni Center attendance totaled approximately 8,000 for the quarter.

Adult Programs

Men's, Women's and Coed Softball Leagues began in June and continued through September. Seventy-six (76) teams were involved in the softball program. Games were played at Cooper Gulch, Kennedy and Hartman Fields.

Special Classes offered during the quarter included Tai Chi, Yoga, Dance, Art, Rowing and Kayaking. Classes continued to serve a limited number of participants. However, the participants are highly committed to their special interest class.

Planning for our Adult Fall Sports Program began in August. Women's Volleyball Leagues started in September. Men's Basketball Leagues were formed and began play in October.

Over 28,000 participants were involved in activities during the quarter.

Revenues

Recreation Division revenues exceeded \$115,000 during the quarter; Afterschool Recreation was the highest revenue generating program among our youth activities. Slow Pitch Softball League revenues paced our adult programs.

Wharfinger Building

The Eureka Wharfinger Building hosted over eighty (80) events and nearly 9,000 people attended scheduled activities during the past quarter. As the Wharfinger Building's popularity increases, demand for usage has ballooned. Accordingly, the 2005-06 Marina Budget included \$25,000 in improvements for the Wharfinger Building. We are remodeling a lower level room and will make the room available for public reservation in 2006. The "Bay Room" will be ideal for group meetings and gatherings.

Wharfinger Building revenues exceeded \$23,000 during the third quarter of 2005.

Sequoia Park Zoo

The AZA Accreditation process dominated much of Sequoia Park Zoo business during this quarter. In July, the AZA sent a two member team to Eureka for the purpose of evaluating our zoo. In September, Zoo management staff attended an accreditation hearing in Chicago. A list of operational concerns was provided and is currently being reviewed by city staff.

In July, the Zoo's new snack bar was opened and food service is now available to Zoo visitors. The Sequoia Park Zoo Foundation is overseeing the operation of the snack bar.

The Zoo's new Interpretive Center, Secrets of the Forest, continues to attract visitors. The center features four (4) snake species, turtles, salamanders and banana slugs. In addition, interactive displays include the Humboldt Bay Watershed, a Field Biologist Work Station and the Life Cycle of Salmon.

Work is proceeding with plans for an on-site Veterinarian's Center. Final design plans will be completed in the next few weeks and the project will go out for bid. The \$136,000 remodeling project is being funded by the Paul Chaffee Grant. The City received the grant award of \$270,050.00 in 2000 for zoo improvements.

EUREKA REDEVELOPMENT AGENCY

STATUS REPORT

(7/1/05—9/30/05)

ADMINISTRATION

- ***Redevelopment Advisory Board (RAB)***—prepared agenda packets for monthly meetings.
- ***Eureka Depot/Intermodal Center***—Congressman Mike Thompson secured funding of \$250,000 from in the 2004 Appropriations Bill for this project. Staff has negotiated a right of entry with the North Coast Railroad Authority (NCRA) for the site of the historic depot. The next steps are to identify and prioritize project tasks, get the project programmed with the state and make application for the funds through the regional Federal Transit Administration office.
- ***Redevelopment Plan Amendment***—The Draft Redevelopment Plan Amendment was circulated to the appropriate agencies and a series of public hearings were held. Adoption of the Plan Amendment was completed on July 19th.
- ***Halvorsen Park***—Assisted Old Town Rotary with their project improve the infrastructure of the performing arts park by adding phone, cable and water access to the site as well as new entryway. A lot line adjustment and a design review application are currently in process.
- ***Community Media Center***—Identified and toured potential sites for a Community Media Center which could be used by government, non profits and education to produce varied programs and services. Eureka City Schools is interested in providing space in the current Industrial Arts Building for the media center when it is renovated, so that the technology could be made available to both students and the community. Meetings of key ECS staff, City staff, Sue Buske and the Media Center Board of Conveners continue.
- ***CalBIS RFP***—Staff responded to a CalBIS RFP for a manufacturing facility looking to site on a west coast port. Since our original response in May we have continued to meet and follow up by providing additional information. Currently, the company has shifted their attention to the Port of Stockton.
- ***Waterfront Commercial RFP***—Staff prepared and circulated to interested parties an RFP for the waterfront commercial site across the street from the Wharfinger Building. Two proposals were received. The Center for Environmental Economic Development (CEED) submitted a proposal for an Environmental Technology Hostel. A group including Greg Pierson and Larry DeBeni submitted a proposal to construct a Hampton Inn. The Redevelopment Advisory Board has discussed and ranked the projects and is scheduled to revisit them at their next meeting.

- ***Hydrogen Power Park***—Staff attended a presentation on the Eureka Hydrogen Power Park Proposal, a project of students at HSU’s Schatz Energy Research Center. The proposed project consists of a small to medium sized energy station in close proximity to energy consumers providing electricity, heat and vehicle fuel. The project would use landfill gas from the Cummings Road Landfill as feedstock to produce energy and hydrogen at the power park.
- ***Redwood Curtain***—Assisted Redwood Curtain Theater in their search for a new location in downtown Eureka.
- ***Schmidbauer Lumber***—Assisted with a short term lease on a Redevelopment property for temporary storage of logs.

PRIVATE DEVELOPMENT ACTIVITY

- ***Disposition and Development Agreements (DDA)***
 - **Fisherman’s Terminal Building**—Staff continues to work with J.P. & Associates to finalize the terms for the purchase of Agency property. A six month extension on the Exclusive Right To Negotiate (ERTN) will be brought to Council in early October, the re-use appraisal on the property will be completed and a Coastal Development Permit (CDP) application submitted. The Disposition and Development Agreement (DDA) will then be started.
 - **Eureka Pier (Fisherman’s Building)**—Staff has been working to comply with public records requests and documentation for a pending lawsuit.
 - **First & C Street Property**—Staff has been working to comply with public records requests and documentation for a pending lawsuit. A six month extension on the Exclusive Right To Negotiate (ERTN) will be brought to Council in early October.
- ***Facade Improvement Program (co-administered with Eureka Main Street)***

Facade Improvements – Completed

Native Sons of the Golden West
621 Third Street

Total Project Cost: \$19,600
Agency Participation: \$ 7,500

Facade Improvements – In Progress

Eureka Theatre
612 F Street

Est. Agency Participation: \$30,000

Brothers Building
425 Snug Alley

Est. Agency Participation: \$10,000

Eureka Central Residence

333 E Street

Est. Agency Participation: \$40,000

Solatube

50 W Fifth Street

Est. Agency Participation: \$30,000

Indian-West Emporium

326 Second Street

Est. Agency Participation: \$20,000

St. Bernard Church

615 H Street

Est. Agency Participation: \$40,000

REVOLVING BUSINESS LOAN PROGRAM

- ***Business Loan Approvals and Inquiries—Business Start-Ups & Expansions***—Staff met with several businesses looking for a new location, improving their existing location or seeking a potential loan for start-up/expansion. Examples are Pro Sport Center and Lost Coast Brewery.
- ***Eureka Inn***—Staff continues to meet with the owners of the Eureka Inn to discuss how the Redevelopment Agency might be able to assist with efforts to re-open the historic property in 2006.

GRANT ACTIVITY/ADMINISTRATION

- ***GIS Project***—The CDBG grant funding for the first phase of the City's GIS project is currently 76% expended. On September 23, 2005 we were notified that an application for \$35,000 in funding to complete the second phase of the project has been approved by HCD.
- ***Update on North Coast Veterans Resource Center Search for a New Site to develop a Veterans Transitional Housing Facility***—The Fireside Motel property located at 1716/1722 R Street in Eureka is no longer available for a Veterans Transitional Housing facility. The plan to transfer the property to the Vietnam Veterans of California, Inc. for a Veterans Transitional Housing facility has been changed. The Veterans have now entered into escrow for the purchase of property located at 109 and 121 Fourth Street, in Eureka. A *Notice to Seller* has been sent to the present owners, signed and returned to the City. The notice discloses the conditions under which CDBG funds may used, including, but not limited to the purchase price, that the sale is voluntary, that a proper environmental review must be conducted under the National Environmental Policy Act (NEPA) of federal regulations, and that state and federal laws will not be triggered because the property is currently owner-occupied only. The Veterans have been advised of the conditions.

- ***Northern California Indian Development Council, Inc. (NCIDC) Retrofit and Restoration of the Carson Block Building in the Old Town Historic District of Eureka.*** Work on a feasibility report being funded by a CDBG 2004/2005 Planning and Technical Assistance Grant for an ongoing project to retrofit and restore the Carson Block Building in the Old Town Historic District of Eureka is in progress. The report will include an economic impact analysis for a segment of the project—reconstruction of the Ingomar Theater and Opera Housing, formerly located in the building.
- ***Humboldt Senior Resource Center (HSRC) New Alzheimer's Day Center.*** Work on the CDBG 2004/2005 Planning and Technical Assistance grant to assist the HSRC in preparing an historic report, CEQA/NEPA documents, and writing grant applications in support of their new Alzheimer's Day Center development is in progress. Alex Stillman has submitted a completed historic report on the existing property site. HSRC and City staff completed the writing of a CDBG Grant application request in the amount of \$650,000 for the new center, and have received notification of award. The firm of Winzler & Kelly Consulting Engineers is preparing the required CEQA/NEPA documents.

In July, 2005, the City was notified of an award of \$650,000 through the State Department of Housing and Community Development (HCD), to assist the HSRC in financing the construction of the New Alzheimer's Day Center in Eureka. An executed agreement with the State should occur sometime in November. The City will have approximately 90 days from the time of execution to satisfy Special Conditions of the agreement. Staff anticipates those conditions will include the completion of the NEPA, as well as submittal of an approved Relocation/Replacement Plan. Both are in progress. Staff has also prepared a Subrecipient Agreement between the City as Grantee and HSRC as Subrecipient, in which the HSRC agrees to carry out the eligible activities of the grant. The agreement will be presented to the City Council for approval on November 1, 2005.

- ***State CDBG Over-the-Counter (OTC) Economic Development Grant Allocation***—At this time and pending the outcome of the lawsuit, staff has placed on hold the submittal of an application for funding from the FY 2004/2005 Economic Development Allocation Over-the-Counter Component of the State of California Community Development Block Grant Program, for construction of C Street improvements and an adjacent piazza.
- ***State CDBG Public Hearing***—On July 26, 2005, staff held a CDBG Public hearing to solicit public comment on Community Development Block Grant Fund activities. Reports presented and submitted to the State are as follows:
 - **Annual Grantee Performance Reports for CDBG Business Revolving Loan Account and Housing Revolving Loan Account.** Repaid funds available for business loans and residential rehabilitation loans.
 - **Annual Grantee Performance Report for CDBG Grant 99-STBG-1357.** Acquisition and operation of a Multiple Assistance Center for the homeless.

- **Annual Grantee Performance Report for CDBG Grant 01-STBG-1581.**
Construction and remodeling of a Multiple Assistance Center for the homeless.
- **Annual Grantee Performance Report for CDBG Grant 03-STBG-1818.**
Operation of a Multiple Assistance Center, and job training program for the homeless; acquisition and rehabilitation of a Veterans Transitional Housing facility and services; and a Lead Based Paint Evaluation and Mitigation Grant Program.
- ***State CDBG Grant Management Training***—On August 23, 2005, staff attended the 2005-2006 State CDBG Grant Management Training in Arcata. The training provided information to grantees on how to manage their CDBG grants. The focus was on the Federal overlay requirements pertaining to all CDBG-funded grants. Topics included environmental review, procurement, Planning and Technical Assistance grants, program income, program and fiscal reporting, economic development, and program monitoring.
- ***State CDBG Enterprise Fund Workshop***—On September 15, 2005, staff attended the State CDBG Enterprise Fund Workshop in Eureka. The training provided information to interested jurisdictions about the availability of funds, program changes, and how to prepare the application package. This training is very beneficial to staff in administering City CDBG activities.
- ***California Redevelopment Association (CRA) 2005 CRA CAL-ALHFA Affordable Housing Conference***—Staff will be attending the 2005 CRA CAL-ALHFA Affordable Housing Conference in Anaheim on October 26-27, 2005. The theme this year is *Affordable Housing Builds Better Communities*. Topics include “Understanding and Using Homeownership Programs in Your Community”, “Building Blocks for Better Communities”, “Eminent Domain and Prevailing Wage Requirements: Their Impact on Affordable Housing”, and “What Impacts will New State Housing/Land Use Legislation have on Agencies?”.

REDEVELOPMENT AND HOUSING EDUCATION AND TRAINING

- ***California Redevelopment Association***—Staff attended the CRA Legal Issues Symposium on August 10-11, 2005 in San Jose. Topics included national trends in Redevelopment law, prevailing wages, affordable housing program issues, CEQA, relocation regulations and Brownfields analysis. Served as a panelist in the prevailing wage session.

ENTERPRISE ZONE PROGRAM

- ***California Enterprise Zone Board (CAEZ)***
 - **Board Member**—Attended quarterly board meeting.

- **Enterprise Zone Audit**—California State Enterprise Zones are in the process of being audited. Our audit took place on August 3rd and 4th. Representatives from the State Tax Incentives Program office reviewed our Enterprise Zone documentation and compared program results with our stated goals. Indications were that we received high marks. We are awaiting written comments from the state representatives.

ENTERPRISE ZONE PROGRAM

- ***Eureka Enterprise Zone Activity***
 - **Business License Waivers Issued—23**
 - **Business Information Packets Distributed—7**
- ***Employee Hiring Credit Vouchers Issued***—Staff issued 91 employee Hiring Credit Vouchers to Enterprise Zone businesses between July 1st and September 30th, bringing this year's total to 444. The grand total in 2004 was 508. A total of \$910 (Hiring Credit Application Fee is \$10 per application) was submitted to the State Housing and Community Development Department for the quarter. Businesses located in the Enterprise Zone continue to learn about the program, and take advantage of all the benefits.

FOREIGN TRADE ZONE

- ***FTZ Administration***—City staff continues to work toward FTZ activation on a site owned by the Humboldt Bay Harbor District.

MARKETING

- ***Upstate California Economic Development Council***—Continued to work with UCEDC to market the 20 northern counties of California to business and industry.
- ***North Coast Small Business Development Center***—served as City representative on the North Coast Small Business Development Center Board of Directors.
- ***Eureka Main Street Board and Economic Restructuring Committee***—attended meetings as a Board member.
- ***Eureka Chamber of Commerce Business & Industry Committee***—attended monthly meetings.

HOUSING ACTIVITY

- ***Rehabilitation Loans Processed:*** - Since July 1, 2005, 2 new owner occupied rehabilitation loans have been approved, and 2 loans are pending complete applications.
- ***New Loans Approved Since July 1, 2005:***
 - **Clemens, Joy; 3449 R Street,** CDBG Program Income Deferred Payment Rehabilitation Loan, authorized by the Housing Advisory Board, but pending Lead Based Paint Risk Inspection results.
 - **Barbosa, Carol Sue; 811 M Street,** CDBG Program Income Deferred Payment Rehabilitation Loan. Application was approved by the Housing Advisory Board Lead Based Paint Hazard Risk Inspection is pending results and the escrow is pending construction estimates as established by Lead Based Paint Risk Assessment.
- ***Loans Pending:***
 - **Waterman, Gay; 3605 Dolbeer Street,** CDBG Program Income Deferred Payment Rehabilitation Loan, pending determination of permanent disability income. Currently over income.
 - **Futoran, Jacque; 1613 2nd Street,** CDBG Program Income Deferred Payment Rehabilitation Loan, pending complete loan application.
- ***Construction in Progress Loans:***
 - **Vagle, Sam; 3304 H Street,** CDBG Program Income Deferred Payment Rehabilitation Loan. Construction is nearly 75% complete.
 - **Harvey, Ryan and Jennifer; 1406 McCullens Avenue,** CDBG Program Income Deferred Payment Rehabilitation Loan. Just had new baby and homeowner is delayed in providing bid proposal for scope of work.
 - **Beard, Matt; 1225 Pine Street,** CDBG Program Income Deferred Payment Rehabilitation Loan. Lead Based Paint Hazard Mitigation is to be completed by end of November.
 - **Bowerman, David & Suzanne; 2335 Union Street,** LMIHF Deferred Payment Rehabilitation Loan, pending contractor's bid proposals and construction contract signing.

- ***Paint Up/Fix Up Program Grants:*** Paint Up/Fix Up Grants are provided (once per property) for exterior repairs to an eligible property located within the city limits of Eureka. Repairs are generally exterior paint, roofs, and windows. Each homeowner or must be less than moderate income to qualify. Landlords may apply if their tenants are less than moderate income. As of September 30, 2005, 6 Paint Up/Fix Up Grants have been paid from the fiscal year 2005-6 grant, totaling \$12,334.03. With a fiscal budget of \$110,000 from the LOCAL fund, 11% of the budget has been expended. There are currently 15 applications received and in various stages of processing, 14 applications have been mailed, and an additional 44 remain on the waiting list. Since the program went City wide last fiscal year, demand has been high and the budget allows approximately 44 grants per year at a maximum of \$2,500 per grant.
- ***Dumpsters:*** In July 2005, \$5,000.00 was budgeted from the Local fund for the City's Community Dumpster program. Every calendar year in January, City Garbage provides 20 free dumpsters to the City to clean up the community. As of September 30, 2005, the remainder of the 2005-06 free dumpsters have been used. However, another 20 dumpsters will be provided by City Garbage in January 2006.
- ***Rehabilitation Projects Under Construction:*** The City is currently monitoring four rehabilitation projects in various stages of the construction. Two new project are in the application process pending Environmental, Historic, and Lead Based Paint Hazard review.
- ***Loan Program Changes:*** Housing Advisory Board at their regular September 12, 2005 meeting, recommended to the City Council an increase in owner occupied single family loan limits to \$40,000 and First Time Homebuyer Program Downpayment Assistance up to a maximum of \$120,000.
- ***Eureka Municipal Code Amendment:*** The Housing Advisory Board at their regular September 12, 2005 meeting, recommended to the City Council an amendment to the Eureka Municipal Code to increase in the City Manager' signature authorization to \$120,000 for First Time Homebuyer Downpayment Assistance loans.
- ***Loan Payoffs:*** From July 1, 2005 to September 30, 2005, 17 loans have been paid back totaling \$480,928.18.
- ***Humboldt Housing and Homeless Coalition 2005 Supportive Housing Application.*** The City paid \$1,000 from it's Low and Moderate Income Housing Fund to retain consultant services to write the Humboldt County HUD 2005 Supportive Housing application which, if approved, would provide funds for homeless services in Humboldt County.

- ***Fiscal Year 2004-05 L&MIHF First Time Homebuyer Downpayment Assistance Program (FTHB):*** North Valley Bank was chosen by the City Council to administer the FY 2004-5 FTHB program which is budgeted at \$400,000. After increasing the downpayment assistance from \$50,000 to \$80,000, the 2004-05 program was extended to December 31, 2005 to allow only the 7 pre-qualified applicants additional time to find a home within their price range. With continuing rises in real estate prices, it has become necessary to again increase downpayment assistance to close the gap between the homebuyer's first mortgage qualification and the purchase price. The Housing Advisory Board at their September 26, 2005 meeting recommended to the City Council that they review a request to increase downpayment assistance to a maximum of \$120,000 to provide more opportunities for potential homeowners to find a home. Should the City Council approve the \$120,000 increase in downpayment assistance, staff will request another 6 month extension of the FY 2004-05 administration of the First Time Homebuyer Program with North Valley Bank.
- ***Fiscal Year 2005-06 L&MIHF First Time Homebuyer Downpayment Assistance Program (FTHB):*** Request for Proposals have been mailed to local lenders to administer the 2005-6 FTHB program. The budget has been set at \$800,000, \$400,000 has been set aside for gap financing of ownership of the townhouses, and an additional \$400,000 for the regular FTHB. The downpayment assistance will be reviewed by the City Council in October for an increase of up to a maximum of \$120,000. The selection of an administrator will be determined by the Housing Advisory Board completing a project rating sheet and contingent upon the lender's ability to fund the first mortgage loans for four low to moderate income homebuyers in the Sixth Street Villa townhouses. These townhouses were constructed by students through the Humboldt County Schools Education programs, and in cooperation with the schools, the City will be placing first time homeowners through the City's FTHB program.
- ***Senior Home Repair Program:*** The City, in coordination with the Humboldt County Senior Resource Center, has developed a program to assist eligible seniors with small home repairs of up to \$300.00. The Senior Resource Center has been administering this program since 1988. For FY 2005-06, \$10,000.00 has been allocated from the City's LOCAL fund for repairs. As of September 30, 2005, \$1,028.49 was expended on 8 minor home repairs for seniors.
- ***Humboldt County Schools Townhouses/Sixth Street Villas at Sixth and Myrtle Streets:*** The City is funding the placement of four low to moderate income first time homebuyers into the four townhouses constructed by the Humboldt County Schools work programs. The City is anticipating completion of the Final Covenants, Conditions and Restrictions and the final easements and permitting processes to be completed by the first of December. There are four units, consisting of two duplexes attached by the garage wall. Each of the 4 units is approximately 1100sf, 22 bathrooms, and 3 bedroom. The City is funding \$400,000 from the 2005-06 fiscal year Low and Moderate Income Housing Fund. A new administrator for fiscal year 2005-06 is currently being solicited through the Request for Proposal process.

- **HOME Program #03-HOME-0651 Owner Occupied Rehabilitation Loans:** Redwood Community Action Agency is administering a \$600,000 HOME grant in loans to approximately 22 homeowners as authorized on June 17, 2004, to be expended by June 30, 2007. To date, 4 loans have closed (combined \$155,000 loan amount), 4 applications are pending approval (\$240,000 loan amount), 1 application was withdrawn by the applicant and is now being reviewed again, and another applicant was over income for the HOME program but was funded by the City's Low to Moderate Income Housing fund.
- **Housing Advisory Board Meetings:**
 - **Boardmembers:** Two boardmember positions remain vacant. Jack Selvage's term expired on January 1, 2005, but remains seated until his position has been filled, or he is re-appointed to the board. Chairman John Dalby, resigned effective March 9, 2005, and Andrea Davis resigned September 13, 2005.
 - **July 11, 2005 regular meeting. Summary of items:**
 - Joy Clemens; 3449 AR@ Street. CDBG-PI Deferred Payment Loan
 - Fiscal Year 2005-6 Budget Adoption
 - Redevelopment Plan Amendment Reviewed
 - **August 8, 2005, regular meeting. Summary of items:**
 - Carol Sue Barboza; 811 AM@ Street. CDBG-PI Deferred Payment Loan
 - City of Eureka First Time Homebuyer Downpayment Assistance Program Amendments: Downpayment Assistance to \$120,000 and City Manager's authorization to \$120,000.
 - **September 12, 2005, regular meeting. Summary of items:**
 - Amend Housing Rehabilitation Program Policies and Procedures: a) raise standard housing rehabilitation loan limits to \$40,000; b) raise City Manager loan signature authority on First Time Homebuyer loans to \$120,000.
 - Amend First Time Homebuyer Downpayment Assistance amount to \$120,000 and amend Eureka Municipal Code to reflect increase of City Manager signature authority to \$120,000.
 - Status of FY 2005-06 Administrator for First Time Homebuyer Program
 - Humboldt Community Development Land Trust presentation by Elizabeth Connors, Executive Director, Humboldt Bay Housing Development